Position title: Assistant Professor in School Counseling

Start date: August 2016

Salary: Commensurate with qualifications and experience. The CSU provides generous health, retirement and other benefits.

Position Summary:
The position is in the department of Counseling at San Francisco State University. SF State is a member of the California State University system and serves a diverse student body of 30,000 undergraduate and graduate students. The University seeks to promote appreciation of scholarship, freedom and, human diversity through excellence in instruction and intellectual accomplishment. The Department of Counseling at San Francisco State University is a large, comprehensive counselor education program with 18 full-time equivalent faculty and over 200 students. The Department offers six counseling specialty areas: School, Marriage and Family, College, Rehabilitation and Clinical Mental Health, Career, and Gerontology. The Department is accredited by CORE, CACREP, and CTC.

The position will be key in the training of graduates from the School Counseling Program who receive the Pupil Personnel Services Credential in School Counseling (PPSC).

The position includes a full-time faculty workload per the Collective Bargaining Agreement between the California State University and the California Faculty Association. The workload primarily includes teaching assigned undergraduate and graduate courses in school counseling and general counseling courses, and conducting an active ongoing scholarship program which advances knowledge in the field of one’s specialty, and service to the department, college, and university.

The teaching assignments will be in school counseling and general counseling, and may include clinical/practicum courses.

The scholarship may address a range of topics in the areas of school and general counseling, with a focus on diversity and social justice perspectives in PK – 12 settings, or related scholarship.

Additional responsibilities include, but are not limited to, productive participation on departmental, college, and university-wide committees; mentoring and advising graduate and undergraduate students; holding regular office hours; curriculum development and improvement, particularly with regard to student learning outcomes; and remaining current in both subject area and teaching methodologies.
**Essential Job Tasks:**

- Prepare course materials such as syllabi, lecture and discussion materials, readings and assignments, assessments, and learning resources;
- Prepare and deliver effective lectures to graduate or undergraduate students on topics such as school and general counseling;
- Initiate, moderate, and facilitate classroom discussions;
- Evaluate and grade students' class work, assignments, papers, etc. in a timely manner;
- Compile, administer, and grade examinations or other learning assessments;
- Maintain student grades and other required records or reporting materials;
- Conduct research in one's field of interest and present findings in peer-reviewed journals, books, or professional conferences.
- Stay current on developments in the discipline by reading new literature, talking with colleagues, and participating in professional conferences;
- Plan, evaluate and revise curricula, course content, course materials, and methods of instruction;
- Hold regularly-scheduled office hours for the purpose of advising and assisting students;
- Actively participate on assigned committees in accordance with department or College needs, and SF State's strategic vision;
- Build partnerships and collaborate with local PK – 12 schools to secure and oversee fieldwork placements;
- Provide coaching and supervision to students enrolled in practicum/internship courses; serve as liaison with site supervisors in the field;
- Additional duties as assigned.

**Minimum Education, Experience, Knowledge, Skills, and Personal Abilities:**

- Terminal degree/earned doctorate in the field(s) of Counselor Education or a related field;
- Two years minimum experience as a school counselor in a PK-12 setting preferred;
- 1-2 years of undergraduate or graduate teaching experience or potential to teach with a large, diverse student body or in a multicultural setting;
- Knowledge of principles and methods for curriculum design, instruction of individuals and groups, and the assessment of learning;
- Planning and organizing skills sufficient to ensure implementation of the assigned curriculum, job duties, and established expectations;
- Oral and written communication skills in the English language at a level that comprehends and conveys information to and from students, colleagues, and others in an effective manner;
- Awareness and engagement with critical concerns in the discipline and capacity to continue to produce original research, grants, publication, and creative works in the area of school counseling;
- Interpersonal orientation that encourages productive interactions with students, colleagues, and other campus stakeholders and promotes collegiality in department, college and university contexts.