

MUSKEGON COMMUNITY COLLEGE

221 S. Quarterline Road Muskegon, MI 49442

Adjunct Counselor Instructor

Muskegon Community College is seeking qualified candidates for the position of Adjunct Counselor Instructor.

Responsibilities include academic advising and educational, career, and personal counseling services to current and prospective students. Recommend and provide interpretation of tests for purposes of placement in college courses and career decision making. Provide referrals to community agencies and resources when necessary. Maintain appropriate records.

Required Qualifications: Master's Degree in Counseling, Licensed Professional Counselor (LPC) or Limited Licensed Professional Counselor (LLPC) in Michigan. Experience as a counselor in an academic setting. Demonstrated ability to work as a member of a team. Demonstrated ability to work with diverse populations, representing a wide range of abilities, ages, nationalities, cultures, and socio-economic statuses. Willingness to work a varied schedule. Commitment to student success and the comprehensive community college concept. Excellent verbal and written communication skills. Ability to access and use electronic resources including email, the Internet, and the college's integrated database record keeping system.

Muskegon Community College is an EO/AA employer and continues to promote staff diversity.

APPLICATION INSTRUCTIONS: A completed and signed application form along with your resume is required to be mailed to the Office of Human Resources, Muskegon Community College, 221 S. Quarterline Road, Muskegon, Michigan 49442. Applications are available from our website at www.muskegoncc.edu/hr. For information call (231) 777-0447 or (231) 777-0350.

Effective Date of Employment: Until Position Filled