PART-TIME FACULTY,
GUIDANCE INSTRUCTORS

I. GENERAL INFORMATION
Chaffey College is seeking applicants for anticipated part-time Guidance instructors with in the School of Counseling for the spring 2016 semester. All applicants are expected to meet the California State Community College Minimum Qualifications for Counselors (below). Meeting the minimum qualifications does not guarantee employment or an interview. Evaluation of application materials will start immediately, and the assignments are open until filled. This position is anticipated to be at various High Schools within our district.

II. MINIMUM QUALIFICATIONS
- Possession of a Master’s in counseling, rehabilitation counseling, clinical psychology, counseling psychology, guidance counseling, educational counseling, social work, or career development, marriage and family therapy, or marriage, family and child counseling. OR
- Possession of a valid lifetime California Community College credential authorizing service in counseling; OR
- The equivalent (District equivalency form must be completed at the time of application); AND
- Clear evidence of sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students.

*This is a paraphrased version of title 5, §53410.1. If there is any conflict between the paraphrased language and the title 5 language, the title 5 language shall prevail.

III. DESIRABLE QUALIFICATIONS
- Coursework and experience working in an instructional setting with high school students.
- Knowledge of the community college system.

IV. APPLICATION PROCEDURE
Applications are accepted on a continuous basis until the opportunity is filled or until otherwise indicated on the CCC Registry listing. In order to be considered for a part-time teaching opportunity at Chaffey College, you must submit all of the following documents through the CCC Registry website:
1. CCC Registry online application
2. Resume/curriculum vitae
3. Unofficial Transcripts (must verify the degree conferred)

Once your application, resume, and transcripts are submitted through CCC Registry’s website, your information will be available for review by the District’s designated personnel for potential part-time teaching opportunities within the discipline. If you are identified as a potential candidate for an open course, you may be contacted by a District representative.

V. COMPENSATION
Part-time faculty compensation is commensurate with education and District teaching experience according to the lecture, lab, or non-instructional rate schedules.

VI. ADDITIONAL INFORMATION OR ASSISTANCE
If you have any questions related to the qualifications or application process, please call the Chaffey College Office of Human Resources at (909) 652-6528.

If you have questions related to CCC Registry or technical aspects regarding submitting application materials on the CCC Registry website, please call the CCC Registry directly.