

Position Title	Career Development Counselor
Department	Career Center - 40020
Vacancy Number	E036
Position Number	1823
Location of Workplace	Main UNCW Campus
Summary of Position	<p>The Career Development Counselor is responsible for coordinating and supervising career planning programs for students and providing counseling services on an individual and group basis to students majoring in targeted academic areas, including Nursing, Clinical Research, Health & Applied Human Science, Biology, Marine Biology and Chemistry. This Counselor also will manage the campus-wide Certified Internship Program (CIP). The Counselor will utilize interest, values, and personality inventories, both written and electronic versions, to assist students with major and career decisions. This position also will develop and present outreach programming to students in a variety of settings that may include: classroom, student organizations, residence halls and other innovative means to connect with students. The Career Development Counselor will serve as the departments' primary liaison between the Career Center and faculty, advisors and administrators in the targeted academic areas.</p>
Minimum Requirements	<ul style="list-style-type: none"> • Master's degree in Counseling, Higher Education Administration, Education, College Student Personnel or related field. Degree must be received by December 2015. • One to three years of related experience. Related experience includes positions in a college career center, college counseling center, or a closely related function. • Ability to effectively counsel college students in all academic areas. • Understanding of career development theory required. • Demonstrated ability to utilize assessment instruments and computerized career and employment systems. • Excellent presentation, communication and organizational skills. • Demonstrated experience working in a collaborative team environment both internally within a department and externally with other campus departments. • Ability to work independently and creatively develop programs, solve problems, resolve differences, and contribute effectively to the Career Center team. • Demonstrated professional and personal commitment to diversity.
Preferred Qualifications	<ul style="list-style-type: none"> • Prefer, but do not require, designation as a National Certified Counselor (NCC) by the National Board of Certified Counselors (NBCC).
Primary Function of Organizational Unit	<p>The mission of the UNCW Career Center is to be a comprehensive career counseling and resource center dedicated to empowering students and alumni as active participants in their own career development. Through the journey of learning, career exploration, and applied learning opportunities students are motivated to expand their knowledge of</p>

	<p>themselves and the world of work in a dynamic global community.</p>
<p>College/School Information</p>	<p>The Career Center encourages students and alumni to:</p> <ul style="list-style-type: none"> • EXPLORE <p>Explore work values, interests, skills, and personality using Career Center resources in order to optimize academic and career planning</p> <ul style="list-style-type: none"> • EXPERIENCE <p>Develop skills and competencies sought by employers, as outlined in the Skill Seeker, through applied learning opportunities</p> <ul style="list-style-type: none"> • ENGAGE <p>Engage and network with faculty and other professionals as well as local, state, national, and global employers to learn how to meet the needs of an ever-changing modern society</p> <ul style="list-style-type: none"> • EMBARK <p>Take responsibility for making informed career decisions and developing further education and employment plans over the lifespan</p> <p>The Division of Student Affairs consists of thirteen functional departments, each of which is responsible for providing a variety of student support, service, and educational programs which are accessible to all members of the university community. The staff members are dedicated individuals known for their passion and commitment to implementing programs and services that affect student development over the course of a lifetime. Student Affairs provides excellent delivery of student services that are responsive to student needs and promotes the quality of life and education both inside and outside the classroom. We build institutional traditions and lifelong affiliations through creative programs, vibrant student organizations, and a living/learning environment built on core values and uncompromising principles. The Division is a leader and primary spokesperson for students.</p> <p>“Creating Experiences For Life”</p>
<p>University Information</p>	<p>The University of North Carolina Wilmington, the states’ coastal university, is dedicated to learning through the integration of teaching and mentoring with research and service. A public institution with over 14,000 students, the university is known for its superb faculty and staff and powerful academic experience. With an array of high-quality programs at the baccalaureate and master’s levels, and doctoral programs in marine biology and educational leadership, UNCW is consistently recognized at a national level for academic excellence and affordability by publications like U.S. News & World Report, Kiplinger’s Personal Finance and The Business Journals. UNCW also recently earned the 2015 Community Engagement Classification from the Carnegie Foundation for the Advancement of Teaching, bestowed to higher education institutions dedicated to community involvement.</p>
<p>EEO Statement</p>	<p>UNC Wilmington actively fosters a diverse and inclusive working and learning environment and is an equal opportunity employer. Qualified</p>

	men and women from all racial, ethnic or other minority groups, protected veterans, and individuals with disabilities are strongly encouraged to apply.
Applicant Instructions	Must apply at https://jobs.uncw.edu/postings/3720
Months Per Year	12 Months
Position Type	Permanent
Anticipated Ending Date if Time-Limited Positions	
Job Posting Date	11/20/2015
Priority Consideration Date	01/04/2015
Priority Consideration Information	Priority consideration will be given to applications received by the Priority Date; however, applications will be accepted until the position is filled.
Address application documents to	Search Committee Chair