

University Description

Central Methodist University seeks applicants for a full-time M.S. Clinical Counseling (MSCC) Program Coordinator at our newest site located in Columbia, Missouri. The MSCC Program was established in 2004 at Park Hills, expanded to Sedalia in 2009, and is currently expanding to two additional sites in the fall of 2015: Columbia and Maryland Heights. It is an excellent time for a creative professional to be a part of an expanding program.

Principal Duties and Responsibilities:

The MSCC Program Coordinator will be responsible for the continued development and implementation of the Master of Science in Clinical Counseling program at their respective site. Specific responsibilities include, but are not limited to:

Maintaining clinical counseling program requirements in accordance with Missouri state statutes and regulations for Licensed Professional Counselor preparation and regulations of Central Methodist University. This will include hiring, supervision, and evaluation of adjunct instructors, oversight of clinical placements, maintaining student and cohort records, developing and scheduling site curriculum, and evaluating the program.

Advising all MSCC students at site, actively recruiting qualified students and facilitating their entry into the program, coordinating new student orientation, and serving on a faculty committee to assess student progress throughout the program.

Teaching, at a minimum, six courses the first year and eight courses in the years thereafter. Developing and maintaining competence with distance learning technology.

Education and Experience Qualifications:

Minimum requirements include a Ph.D. in Counseling Education from a CACREP-accredited program, or Ph.D. in a related area (for instance, counseling psychology). Candidates who are ABD from a CACREP-accredited Counseling Education program will also be considered. A license (or eligibility) to practice independently as a mental health provider is required. Eligibility as a Licensed Professional Counselor in Missouri is preferred, as well as experience in teaching, counseling, and clinical supervision of counselors in training.

Other Information:

Each position is an 11-month, full-time position.

Review of applications will begin immediately and will continue until the positions are filled. Candidates should submit (1) a cover letter, (2) curriculum vitae, (3) employment application, (4) statement of teaching philosophy, (5) teaching evaluations, (6) statement of research interests and relevant publications, and (7) at least three professional references (former graduate faculty and clinical supervisors) letters of reference. Materials may be emailed to Human Resources at HR@centralmethodist.edu or mailed to Human Resources, Central Methodist University, 411 Central Methodist Square, Fayette, MO 65248.