



**Counsellor (Academic Difficulties and Disabilities)**  
**University of The Bahamas, Commonwealth of The Bahamas**

<b>Date Posted</b>	March 2021
<b>Type</b>	Three-year contract with an option to renew
<b>Salary</b>	Negotiable
<b>Employment Type</b>	Full-time

**Counsellor (Academic Difficulties and Disabilities)**

The Academic Counselling & Advisement is pleased to invite applications for the position of Counsellor (Academic Difficulties and Disabilities). This full-time appointment will begin 2 August 2021.

The Unit is seeking to fill the position of Counsellor with specific emphasis on training in Academic Difficulties and Disabilities, a team oriented person with strong counselling skills/background, and demonstrated training in a wide range of student concerns, psycho-educational group work and outreach programmes.

The ideal candidate will be responsible for providing academic counselling support services/assessments for academic difficulties and disabilities/interventions for a diverse student population through individual and group counselling, advising, outreach programming, developing seminars/ workshops relative to the academic needs/concerns, inclusive of special interest groups such as students on academic warning, probation and suspension, undeclared students, and student athletes.

The Department is responsible for delivery of the First Year Seminar, a required course in the University's General Education Programme.

**RESPONSIBILITIES:** Conduct assessments for academic difficulties and disabilities; teach the First Year Seminar course; provide individual and group counselling; provide outreach/engagement opportunities for students; monitor and track student performance; provide consultation for faculty regarding student academic counselling needs; collaborate with other university schools/departments with related functions; engage in research and scholarly activities; develop and participate in departmental projects; serve on departmental, university-wide and external committees.

**QUALIFICATIONS:** Candidates must have an earned PhD in counselling /counselling psychology/school psychology/educational psychology/or related field from an accredited institution; a minimum of five years' experience in counselling, clinical work or counselling psychology, conducting assessments for academic difficulties and disabilities, and evidence of research and scholarship. Licensure from an accredited body is a plus.

**Setting.** The University of The Bahamas (UB) is a vital catalyst for national development. Chartered on 10<sup>th</sup> November 2016, UB had its genesis in The College of The Bahamas which was established in 1974. Since 1995, the institution's academic offerings have expanded through the introduction of baccalaureate degree programmes offered across a broad range of approximately 60 majors. Master's degree programmes have included an MBA and an MSc in Reading and Inclusive Education as well as graduate degree programmes offered in collaboration with various US universities. UB operates from the Oakes Field Campus and the Grosvenor Close Centre in New Providence; UB-North in Grand Bahama; and the Gerace Research Facility in San Salvador. Additional sites are planned for throughout the archipelago.

**Application.** Application materials should include:

A cover letter describing academic philosophy and vision, research and publications;

1. Copies of academic qualifications;
2. Copies of transcripts of all undergraduate and graduate degree programmes completed;
3. A current and complete curriculum vitae;
4. Copy of relevant pages of a valid passport showing photo ID, passport number and expiration date;
5. Three letters of reference;
6. Librarianship philosophy statement;
  - Evidence of excellence in librarianship;
  - Evidence of research and scholarship;
  - Evidence of service to the profession
7. Completed UB Application for Employment Form found at this link:  
<http://www.ub.edu.bs/wp-content/uploads/2016/10/UB-Application-forEmployment-Faculty.pdf>

**To Apply:** Apply electronically at [facultyapply@ub.edu.bs](mailto:facultyapply@ub.edu.bs) *noting the position in the subject field*. Only electronic submissions will be accepted. Attach the following documents (*in one efile/document*) with your electronic submission: cover letter; academic qualifications; transcripts; curriculum vitae; copy of relevant pages of valid passport; three letters of reference; and a completed UB Application for Employment form. Additional materials will be required of shortlisted candidates. For additional information or informal inquiries, contact [vpaa@ub.edu.bs](mailto:vpaa@ub.edu.bs).