Counselor- 3 positions available- (2 full-time and 1 temporary for one year) (Center for Academic & Student Success) UPDATED

Hudson County Community College is an award-winning, comprehensive urban college located just across the Hudson River from Manhattan in Jersey City and Union City, NJ. Fully accredited by the Middle States Commission on Higher Education, the College offers courses and classes in a wide variety of disciplines to the people and businesses of Hudson County, one of the most historic and ethnically diverse areas of the United States. The College was recognized with the 2012 Association of Community College Trustees (ACCT) Northeast Regional Equity Award, was one of just five finalists in the U.S. for the American Association of Community Colleges’ (AACC) Student Success Award, and was presented with the New Jersey Business & Industry Association’s New Good Neighbor Awards in 2009 for the Culinary Conference Center and in 2012 for the North Hudson Higher Education Center.

The College is currently searching for three (3) full-time Counselors (2 full-time and 1 temporary for one year). Advisement and Counseling Services is part of the Center for Academic & Student Success and provides students with integrated services including counseling, academic advisement, career planning, and transfer services. Reporting to the Director of Advisement & Counseling, a Counselor promotes student success in support of the College’s mission statement, program policies and procedures, and in accordance with established goals and objectives, policies, and procedures of the Student Affairs Division. Counselors provide students with academic advising, career exploration assistance, facilitate educational programming, assist with course registration and teach the Student Success Course required of all new students. Counselors also assist in the planning of programs as well as New Student Orientation and First Year Experience.

Requirements: Master’s degree in Psychology, Student Personnel, Higher Education or a related field required. Superior verbal and written communication skills, interpersonal skills, and negotiation skills required. Experience working with a culturally diverse college population is highly desirable. Proficiency with various computer software programs including Microsoft Office suite including Access and Excel, Ellucian-Colleague (formerly Datatel) or similar higher education platform.

TO APPLY: Send a letter of application including a description of your teaching philosophy, your curriculum vitae, salary requirements and three professional references to:

Via USPS: Hudson County Community College
Department of Human Resources
81 Sip Avenue - Mezzanine Level
Jersey City, NJ 07306

Via Email: Resumes@hccc.edu

Via Fax: 201-714-2509


As a New Jersey First Act Employer, new employees must establish a primary residence in New Jersey within one year unless an exemption applies.

HCCC IS AN EEO/AA EMPLOYER