



ASSOCIATE DIRECTOR OF COUNSELING SERVICES KENYON COLLEGE

Position Summary

The Associate Director of Counseling Services will be responsible for the successful delivery of professional counseling to Kenyon College students (including individual, group, and psychiatry), clinical and training supervision to staff and trainees, oversight of student record management, and increasing a positive rapport between counseling and the campus community through outreach activities. The ability to create a balanced work environment that promotes personal and professional fulfillment, alignment with the College and the Division of Student Affairs, and an appreciation for counselor care and maintenance of clinical boundaries are strongly desired. Reporting to the Director of the Cox Health & Counseling Center, the Associate Director supports a holistic approach to student health and wellness, with a particular focus on mental health care.

Essential Functions

- Manage the overall delivery of confidential, compassionate, short-term, treatment-focused counseling services and care to students.
- Provide clinical oversight for professional members of the Counseling Services staff.
- Coordinate the activities of the Counseling Services staff, including but not limited to:
 - Regular staff meetings
 - One on one consultations
 - Chart reviews
- Ensure that Counseling Services staff members are familiar with, adhere to and perform duties in a manner consistent with relevant ethical standards in the field, Kenyon College, and State of Ohio professional laws and regulations.
- Provide training supervision toward staff members' independent licensure.
- Problem solve with staff on an efficient and effective response framework and individual assessments.
- Carry a direct student counseling load of approximately 20 sessions per week, addressing a range of psychological concerns through individual and group therapy.
- Maintain case records as required by professional standards and applicable statutes, and ensure that other members of the Counseling Services staff are doing the same.
- Collaborate with the Cox Center Director in the development and implementation of Counseling Services policies and procedures.
- Coordinate and participate in the counselor-on-call rotation.
- Be available for consultation with College staff, parents, and external providers.

- Attend regular Student Affairs Division meetings as appropriate. Participation in other committees may include but are not limited to Housing Accommodations and Readmissions.
- Remain current in the field of counseling services through active participation in professional organizations and continuing education.
- Participate in hiring and performance evaluations of counseling staff.
- Work collaboratively and consultatively with the staff in Health Services and other Student Affairs colleagues.

Minimum Qualifications

LPCC-S, PsyD or PhD/ LPCC-S license through the Ohio Board for Counselors, Social Workers, Marriage, & Family Therapist (CSWMFT) to provide clinical and training supervision to all counseling team members. Five years of experience as a staff member in a clinical/counseling setting, at least two of which should be in a clinical and/or administrative supervisory capacity.

An appreciation of college student needs, demonstrated cultural competency, and sensitivity to and experience with diverse gender identities and sexual orientations are also integral aspects of the position.

Preferred Qualifications

Experience working with college-aged students (domestic and international), preferably in a higher education setting, and with brief solution focused therapy.

Working Conditions

This is a full-time, twelve-month administrative and clinical position. Some evening and weekend work is required, including participation in the on-call rotation and the ability to respond to campus promptly in an emergency.