



Licensed Counselor

**DEPARTMENT:** Counseling, Testing, and Health Services

**TYPE OF POSITION:** Full Time, Exempt

**JOB DUTIES:** Provides professional counseling services to students within the scope and parameters of (a) licensure, (b) UMHB Counseling Center’s programs, protocols and therapeutic modalities/techniques, (c) applicable laws and regulations and (d) university policy & procedures.

**MINIMUM REQUIREMENTS:**

- 1. A Master’s degree in a related field is required.
- 2. A current and valid Texas licensure as LPC, LMFT, or LMSW.
- 3. A minimum of five (5) years’ experience as a licensed counselor is required. Strongly prefer candidates with experience working with college-age client populations.
- 4. Basic competency in Microsoft Office for Windows applications (word processing, database, spreadsheet, e-mail, presentation graphics, etc.) is required.
- 5. Proficiency in general office equipment operation is required.
- 6. Must possess exceptional time management and detail-orientation skills.

**POSITION AVAILABLE:** **October 25, 2018**

**POSTING DATE:** October 18, 2018

**APPLICATION DEADLINE:** Until Filled

**EXTERNAL APPLICANTS:** Please visit our website at [www.hr.umhb.edu/careers](http://www.hr.umhb.edu/careers) to apply for this position. Please submit a resume and a cover letter of interest with your online application. Application packets may also be completed in person:

**University of Mary Hardin-Baylor  
Human Resources, UMHB Station Box 8020  
900 College Street  
Belton, Texas 76513**