



Ursinus College

Director of Counseling & Wellness

Department

Wellness Center

Overview

The Director of Counseling and Wellness is a full time position that provides oversight of all operations related to the delivery of health and counseling services to students. The Director of Counseling and Wellness provides direct clinical mental health service, coordinates prevention outreach, and serves as an active Student Affairs and campus colleague in assessing student needs and consulting with staff, faculty and family members. The Director of Counseling and Wellness shapes policy, leads program improvement and expansion and coordinates crisis counseling response.

Responsibilities

- Provide leadership in the development, implementation, and evaluation of all aspects of Counseling and Wellness Services' mission and goals and manage the day-to-day operations of the Center.
- Engage in strategic planning, policy development and implementation.
- Participate in the recruitment, selection, training, and supervision of office personnel.
- Provide direct service to students including individual, couples and group counseling, assessments, crisis intervention, walk-in triage, after-hours on call, treatment planning, and outreach education.
- Collaborate with the Medical Director to oversee operations related to student health, including program planning and evaluation, personnel selection, and budget planning.
- Serve as an active Student Affairs and campus colleague in assessing student needs, shaping policy, leading program improvement, coordinating crisis response, and training and consulting with campus constituencies. Participate in crisis response. Attend meetings of the Crisis Response Team, Student Affairs Directors, and other campus constituencies as assigned. Provide on call coverage all year, utilizing the assistance of counseling staff as appropriate.
- Coordinate medical leaves and returns with the Institute for Student Success.
- Establish off-campus referral system for treatment and oversee referrals to off-campus providers. Monitor student compliance with treatment plans and/or College expectations.
- Demonstrate sensitivity, understanding, competency, and commitment to diverse academic, socioeconomic, cultural, and ethnic backgrounds of students. Ensure the highest level of ethical treatment for students.
- Develop and maintain a comprehensive clinical training program for pre-doctoral trainees. Build alliances with and act as liaison to training/accreditation organizations (such as ACCTA and APA) and academic programs. Organize didactic and skills training programs on a variety of relevant topics for trainees as well as for their supervisors. Provide direct clinical supervision and oversee the provision of individual and/or group clinical supervision

by staff psychologists. Provide clinical training and guidance on case management issues (e.g., review written records/case notes and videotapes; monitor and facilitate trainee caseloads). Provide verbal and written evaluations of trainees' performance, facilitate an assessment of the quality of clinical training and supervision, and intervene with remediation and/or training as needed. Select and train new clinical supervisors.

- Participate in student and family orientation workshops and training programs for students, faculty and staff.
- Serve as consultant to staff, faculty, parents and students regarding student mental health issues.
- Participate in outreach and intervention with students at risk.
- Implement and oversee maintenance of electronic record-keeping system and other office records. Learn and apply emerging technologies and ensure confidentiality of information. Compile statistics to evaluate and report program effectiveness. Identify quality improvement opportunities, service improvements and emerging trends.
- Prepare annual reports and other documents. Conduct performance appraisals of the Counseling staff. Promote professional development opportunities.
- Maintain current knowledge of legal requirements and regulations pertaining to the operation of student health services and programs.
- Perform related duties as assigned.

Requirements and Qualifications

- Doctoral degree (Ph.D. or Psy.D.) in Clinical or Counseling Psychology, preferably from an APA accredited program, and licensure in Pennsylvania, preferably for at least three years
- Clinical, supervisory, and administrative experience in higher education, preferably at a residential liberal arts institution
- Demonstrated commitment to diversity issues within a college community
- Experience managing financial resources and overseeing budgetary planning
- Excellent written and oral communication skills

Anticipated Start Date

August 1, 2019

Application

Interested candidates should [apply here](#). Once you create an applicant account, you will be prompted to upload your cover letter, resume, and a list with contact information for three references to the applicant database.

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