

Posted: 03/17/2022

Salary Range: \$52,750.80 - \$58,612.00

Status: Exempt, Full-time



[The College of Idaho](#) invites applications and recommendations for an **Assistant Director of Counseling**. We are looking for a professional who is passionate about providing clinical counseling for clients predominantly in the age range 18-23. The candidate will be expected to provide crisis response as needed, participate in student support groups, help development mental health awareness programs and activities, and assist in training professional staff.

Clinical

- Provide individual, couples, and group mental health counseling for students.
- Prepare assessments, treatment plans and ongoing professional progress notes for each client and make appropriate referrals to the NP.
- Participate in student support groups, and advise the Student Advocates.
- Create programming that helps fill equity gaps between Health and Wellness and diverse campus groups.
- Conduct mandated counseling for judicial board referrals.
- Provide 24-hour on-call crisis intervention, as needed.

Administrative

- Provide consultation services to faculty and staff regarding problematic student issues.
- Consult with health professionals, students, faculty and staff regarding student mental health issues.
- Provide appropriate training for residence life staff, campus safety, and student advocates, as needed.
- Participate in new student orientation, as needed.
- Support Director of Student Health/Wellness with Center operations.
- Participate in Student Affairs Division work, as appropriate.
- Serve on assigned Task Forces

Perform other duties as assigned or needed.

Knowledge, Skills, and Abilities

- Knowledge of current counseling issues, ethical standards, multicultural issues and legislative issues
- Technical and theoretical knowledge of counseling
- Knowledge of Microsoft Office and Microsoft Teams
- Excellent communication skills, both oral and written
- Ability to maintain a high level of customer service
- Must be self-motivated, willing to work independently
- Detail oriented while adhering to guidelines, performance standards and policies
- Must possess a strong work ethic and unquestioned personal integrity

Required Qualifications

- Master's Degree in counseling or social work from a CACREP (Council for Accreditation of Counseling & Related Educational Programs) or Council on Social Work Education's (CSWE) accredited program.
- Licensed Clinical Professional Counselor Idaho State licensure (LCPC) or Licensed Clinical Social Worker (LCSW) or eligibility to obtain one of these licenses with supervision.
- Must possess a current valid driver's license, be vehicle insurable with a good driving record in accordance with The College of Idaho's vehicle policy.

Desired Qualifications

- Three years professional counseling experience
- Bilingual
- Extensive multicultural counseling experience
- Extensive awareness of community support systems and resources to meet client's holistic needs

Candidates must be authorized to work in the United States as of the expected hire date and throughout the date of their employment without sponsorship from The College of Idaho.

A complete application will include a current résumé, cover letter addressing qualifications for the position, a statement on diversity that articulates a commitment to representation, inclusion, and equity, and the names and contact information of three (3) references, two (2) management and one (1) professional to hr@collegeofidaho.edu. ***Application review will begin immediately.*** Applications will be accepted until suitable candidates are selected.

With over 125 years of history, The College of Idaho is a regional and national leader in higher education. The College of Idaho is an [inclusive community](#) of exceptional learning that challenges the ambitious and forges pathways to success and purpose.

The College of Idaho is proud to be an equal opportunity employer. We are committed to attracting, retaining, and maximizing academic excellence through a diverse and inclusive workforce.