Counselor (Mental Health Professional)

Posting Details

Job Title: Counselor (Mental Health Professional)

Full Time/Part Time: Full Time

FLSA: Exempt

General Job Description: This is a professional position responsible for counseling student clients. Responsible for providing individual and group counseling to students, crisis intervention, outreach programs, and consultation for faculty and staff. Serves on or chairs committees to coordinate alcohol and drug efforts. Reports to the director of Counseling Services.

Essential Job Functions:

1. Provides confidential individual and group counseling for mental health issues (including depression, eating disorders, trauma, anxiety, and substance issues) and developmental and educational concerns.
2. Responds to emergencies and engages in crisis intervention and risk management after normal working hours as necessary.
3. Maintains high professional and ethical standards in clinical practice.
4. Ensures confidentiality.
5. Maintains clinical records in electronic recordkeeping system.
6. Documents work activities in electronic recordkeeping system.
7. Participates in clinical staff meetings and presents current cases.
8. Schedules student clients.
9. Conducts therapy and educational groups.
10. Develops and provides counseling-related presentations and events.
11. Collaborates in adopting departmental policies and procedures.
12. Works evenings, nights, and weekends as assigned.

Non-Essential Job Functions:

1. Assists with university testing services and orientation programs.
2. Schedules special events upon request.
3. Performs other related duties as assigned.

Required Knowledge, Skills, and Abilities:

The individual must possess the following knowledge, skills, and abilities or be able to explain and demonstrate that the individual can perform the essential functions of the job, with or without reasonable accommodation.

1. Knowledge of, or the ability to learn, university policies and procedures.
2. Knowledge of professional standards, regulations, and ethics related to the area of responsibility.
4. Knowledge and awareness of dimensions of diversity.
5. Cultural knowledge of key populations served.
6. Knowledge of and skill in determining culturally appropriate approaches.
7. Skill in using computer applications including spreadsheet, database, and word processing software.
8. Ability to adapt to a variety of situations.
9. Ability to provide support needed for student development with a demonstrable concern for students.
10. Ability to communicate effectively in both oral and written form.
11. Ability to maintain effective interpersonal relationships.
12. Ability to learn office and university-specific software.
13. Ability to work evenings, nights, and weekends as necessary.
14. Ability to obtain and maintain license to perform clinical counseling services in the State of Texas.

Physical Demands

Required Education:

Master’s degree in counseling, psychology, social work, or a related field or a comparable clinical program that leads to licensure for independent practice is required.
Required Experience and Training
Two years of related experience is required. License through the Texas Department of Health to perform clinical counseling services is required. Candidates without current Texas license will be considered if license can be obtained prior to start date.

Preferred Qualifications

Special Conditions for Eligibility
This is a security-sensitive position subject to criminal record check. This is an IT-sensitive position subject to the Computer and Network Security policy.

Min Pay Rate
$55,400

Salary Information
Salary Grade - 8

Specific Job Requirements/Duties for this Posting
The ideal candidate will:
• have experience working with military veteran-related issues, substance abuse issues, or behavioral health; and
• have experience with crisis intervention.

SFA's Diversity and Inclusion Statement:
At SFA, our commitment to diversity and inclusion is more than words—it is actions. We believe diversity and inclusion are keys to promoting more engaged individuals locally and globally. We at SFA are committed to amplifying a campus culture that nurtures belonging and embraces similarities while celebrating that every Lumberjack will be different. Those differences are valued, acknowledged, and supported purposefully.

Is Background Check Required?
Yes

Benefit and Retirement Eligibility
This position is eligible for participation in the Optional Retirement Program (ORP), subject to the position being full-time and at least 4 ½ months in length, or the Teacher Retirement System of Texas (TRS) retirement plan, subject to the position being at least 20 hours per week and at least 135 days in length.

EEO Statement
Stephen F. Austin State University, an Equal Employment Opportunity and Affirmative Action Employer and Educator, is committed to excellence through diversity. All qualified applicants will receive consideration for employment without regard to sex, race, creed, color, age, national origin, religion or physical or mental disability as required by law. If, because of an impairment or disability, you need accommodation during any part of the employment process, please contact Human Resources at (936) 468-2304.

Posting Number
S2021-136

Candidates Eligible to Apply
Open to all qualified applicants

Number of Positions Available
2

Posted Date
12/03/2021

Review Start Date

Close Date

Work Schedule

Open Until Filled
Yes

Special Instructions to Applicants
In addition to compensation, SFA offers competitive health, dental, vision, life insurance, and retirement benefits, as well as longevity pay, discounted event tickets, flexible work schedules (as approved by department head), wellness release time, and paid time off. Our employees enjoy paid holidays (Thanksgiving, Christmas, Spring Break and more), vacation and sick time accrual, potential to earn compensatory time for non-exempt and exempt employees, paid time
for jury duty, bereavement leave, and have an opportunity for paid leave in the event of serious illness or injury. SFA also has a an education assistance program, LEAP, for employees and dependents of employees, with no cap on the number of courses an employee or dependent may take with the LEAP benefit. For more information visit our benefits overview webpage.

Posting Quick Link  https://careers.sfasu.edu/postings/7754

Contact Name  Clare Fite

Contact Phone  (936) 468-2401

Contact Email  fitec@sfasu.edu

Supplemental Questions

Required fields are indicated with an asterisk (*).

1. * Do you have a Master’s degree in counseling, psychology, social work, or a related field, or a comparable clinical program that led to licensure for independent practice?
   - Yes
   - No

2. * If applicable, which field do you hold a degree in?
   (Open Ended Question)

3. * Which of the following best represents the number of years experience you possess relating to the job to which you are applying?
   - Less than six months
   - Six months to one year
   - Two to three years
   - Four to five years
   - Six to seven years
   - Eight or more years

4. * Do you have a license through the Texas Department of Health to perform clinical counseling services, or will you have a license prior to your start date?
   - Yes
   - No

5. * How do you express cultural humility?
   (Open Ended Question)

6. * What experience do you have with crisis intervention?
   (Open Ended Question)

7. * In what areas of mental health do you have special interest or experience in?
   (Open Ended Question)

Documents Needed To Apply

Required Documents
1. Resume
2. Cover Letter
3. Transcript(s)
4. Letter of Recommendation 1
5. Letter of Recommendation 2

Optional Documents