

## **Director of Counseling Services**

The Director of Counseling Services is a full-time, salaried position which reports to the Associate Dean of Students. This position involves some administrative duties (see below), but is primarily a clinical position. The Director of Counseling services will maintain ethical and legal standards in regard to HIPAA, FERPA, mandated reporting, and confidentiality.

### **Qualifications:**

- Must hold and maintain valid license as an LPC, LCSW, or MFT AND must be credentialed as a supervisor for LPC in the State of Georgia.
- Must hold and maintain valid telementalhealth training/certification.
- Must hold and maintain valid telesupervision training/certification.
- Preferred experience counseling college students.

### **Clinical Responsibilities:**

- Serve student population in all formats - DCE, residential, and online.
- Serve as liaison between students/faculty/staff and interns/counseling staff.
- Minimum two days per week in-person in the West Point office.
- The counseling center will provide a minimum of 30 hours per week (as demand requires), 15-20 to be covered by the director of counseling.
- Majority of clinical case-load may be done via telehealth.
- Total of clinical 30 hours required in position. 10-15 of these hours may be staffed by intern(s).
- Recruit, train, and supervise graduate intern(s).
- Provide periodic in-service training to coaches, CLMs, faculty, etc. as needed.
- Liaise between clinical staff and Student Life as needed regarding risk assessment and mandated students.
- Consult with Student Life as needed regarding at-risk students, Title IX, sexual assault, etc.
- Consult with the University attorney regarding mental health issues as needed.
- Must adhere to the ethical standards set for by the American Counseling Association.
- Must adhere to the law in regard to HIPAA, FERPA, and mandated reporting.

### **Student Life Responsibilities:**

- Attends bi-weekly staff meetings.
- Serves as a resource to support faculty, students, parents, staff and other University constituents.
- Conducts and attends regular meetings with supervisors, peers and direct reports to discuss programs, students in crisis and other areas of concern to the student population.

### **Benefits:**

- Insurance
- Traditional 401K and Roth IRA
- Continuing Education (CE) funding/support to maintain licensing/certifications required by the job.