

## **Director, Counseling Center Recruitment 2018-0257**

The Director will provide vision and direction on the Center's service delivery model that is proactive, developmental and preventative in scope, and works under the supervision of the Associate Vice Chancellor of Wellness, Health & Counseling Services. The Director is fiscally responsible for the Counseling Center's \$4,000,000 plus budget. The Director provides personnel management and supervision of the Counseling Center staff of psychological service providers and administrative assistants which includes 3 separate unions.

### **Essential Functions:**

Oversees and manages the successful delivery of counseling related services, which include assessment, urgent care counseling, individual counseling, couples counseling, group counseling, case management, and crisis intervention.

Directly supervises the Associate Director and Assistant Director positions, who collectively are responsible for the daily clinical service, research and quality assurance, outreach, and training operations of the Center. Primary prevention workshops, peer programming, educational programming, postvention services, academic success and retention programs, campus liaison programs, our APA accredited internship program, training for faculty and staff, program evaluation, risk management, and quality assurance are all functions of the management team, and these are all supervised by the Director.

Maintains and provides for the successful reaccreditation of doctoral intern training program, which receives its accreditation from the American Psychological Association and is recognized nationally as a leader in the training of doctoral students of psychology.

The Director is expected to provide direct services to clients, by providing individual, group, workshops and other programs, crisis intervention and consultation services to students and university departments.

In consultation with the AVC, Wellness, Health & Counseling Services; chief legal counsel; the police department; the Assistant Vice Chancellor of Student, Life & Leadership, and others, the Director participates as a member of the campus Consultation Team, which is the threat assessment team. The incumbent develops and coordinates proactive services, provides consultation to academic departments and other entities, and may help to coordinate responses to campus-wide crises in emergency situations.

Manages fiscal resources in excess of 4 million dollars (\$4,000,000); responsible for long and short-range strategic, fiscal, and organizational planning, manages the general

operation of the Counseling Center, prepares reports on student utilization, campus trends in mental health, and policies that impact the delivery of mental health services.

The Director contributes to the mission of the campus, of the Wellness, Health and Counseling Services cluster, and of Student Affairs at UCI. As such, the Director is a member of the campus Mental Health Initiative committee and serves on other committees as needed.

The Counseling Center Director is part of the UCI Counseling Center governing body that ultimately reports to the Vice Chancellor of Health Sciences at the Office of the President. As such, the Director is an active member of the system wide UC Counseling and Psychological Services (CAPS) Directors group that innovates, problem solves and delivers services regarding the mental health and counseling services across the UC system.

Implements technology as appropriate (e.g. website development, electronic medical records, online modules) to support the mission of the center.

The Director is accountable for operating within the framework of regulations and policies set forth by the University of California, UCI, and CA state laws

Manages a current staff of 41 staff of various levels, some represented and some non-represented, which includes psychologists, psychiatrists, clinical social workers, administrative assistants, and management services officer. Facilitates timely feedback on employee performance according to University guidelines.

The Director is responsible for establishing departmental approaches to elicit and utilize student and stakeholder input regarding Counseling Center services, including issues of access to, satisfaction with, and impact of the services.

## **SKILLS, KNOWLEDGE AND ABILITIES:**

### **Required:**

- Training and experience in individual, group and couples psychotherapy; crisis intervention; outreach; training of professionals and pre-professionals, and supervision.
- Licensed or license eligible as a Psychologist in California within six months of hire and ability to successfully meet the credentialing and privileging requirements of all UCI Counseling Center staff.
- Doctoral degree in Counseling or Clinical Psychology and APA-approved internship.
- At least 7 years in a college counseling center, preferably with increasing levels of responsibilities; extensive experience in counseling diverse clients.
- Demonstrated experience managing complex budgets.
- Strong supervisory skills with a variety of professionals.

- The successful incumbent is expected to possess working knowledge of ethical, legal, and clinical issues and standards as they apply to university counseling center settings.
- The successful incumbent is expected to possess working knowledge of mental health principles, practices, and developmental issues as they apply to young adults.
- The successful incumbent is expected to possess interpersonal skills to work effectively with a diverse body of students, staff, faculty, administrative colleagues, and members of the community.
- The successful incumbent is expected to possess effective writing and oral presentation skills; and familiarity with electronic medical record systems, technology based interventions and web searches.

**Desired:**

- Experience teaching academic courses at the university level.
- Experience working with both represented and non-represented employees.
- Activity and experience in professional associations.

To view the complete job description and apply, please visit <http://jobs.uci.edu> and search for job number 2018-0257.

The University of California is one of the largest public university systems in the country, comprising 10 campuses, a combined student body of 238,700 students, 62,400 academics, 135,900 staff members and over 1.6 million living alumni.

Founded in 1965, UCI currently enrolls more than 30,000 undergraduate and graduate students and is home to 1,154 regular rank faculty members and more than 9,700 staff. Consistently ranked among the nation's best universities – 9th among public schools and 39th among all national universities, public or private, in the 2016 US News and World Report rankings – UCI excels in a broad range of fields, garnering national recognition for many schools, departments, and programs. Recent additions include the Department of Pharmaceutical Sciences and programs in public health and nursing science, a recently established School of Education, as well as a new School of Law that graduated its first students in 2012. In 2013-14, extramural funding in support of UCI research exceeded \$300 million, and in celebration of its 50th anniversary the university surpassed its \$1 billion fundraising goal in support of the campus's continued rise in excellence in the decades ahead.

Located in the heart of Orange County, UCI enjoys the best of what Southern California has to offer: beaches, mountains, deserts, and a broad variety of cultural, entertainment and intellectual activities. At the center of campus, Aldrich Park creates an oasis of serenity from which buildings radiate in a circular pattern, integrating natural open space with modern structure.

*The University of California, Irvine is an Equal Opportunity/Affirmative Action Employer advancing inclusive excellence. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status, or other protected categories covered by the [UC nondiscrimination policy](#)*