



Position Description

Classification Title:	Counselor (HS078)
Working Title:	Mental Health Provider
Supervisor's Working Title:	Director
Hours/Shift:	8:00-5:00
Department:	Counseling Center
Supervisory Position:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Employee Category:	Academic Staff
FLSA Status:	<input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Non-exempt
Date Created/Updated:	1/25/2022
Position of Trust:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (Defined as: Having access to vulnerable populations, property access, financial/fiduciary duties, and all executive positions)
Position of Trust with Access to Vulnerable Populations:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (Defined as: Position requires unsupervised or significant access to minors, under the age of 18 who are <u>not</u> enrolled or accepted for enrollment at a UW System Institution, and medical patients)

Position Summary

The UW-Stevens Point Counseling Center is seeking a mental health Counselor (LPC, LMFT, LCSW). This position is under the direct supervision of the Director of Counseling Center. We are a Counseling Center that affirms diversity, condemns oppression in every form and encourage utilization of our services by all students. To this end, we seek to provide a safe, affirming environment for all

The candidate who accepts this position will provide professional mental health counseling and consultation services for the campus community, incorporates a brief therapeutic model to address the emotional and behavioral needs of students, create developmental programming to increase healthy lifestyle and coping behaviors across campus and provide input and advocacy for university mental health policy and initiatives

Primary Responsibilities:		% of Time Spent
A. Direct Clinical services <ul style="list-style-type: none"> • Provide assessment and disposition, individual and group therapeutic counseling to students struggling with developmental and/or personal mental health issues • Provide risk assessment and crises intervention to students requiring emergency assistance, referral or hospitalization • Consult with faculty, staff, university administration, students and parents as the need arises on mental health and student development issues • Consult with Counseling Center clinical staff regarding clinical concerns as necessary • Coordinate client referrals to and from outside agencies to ensure continuity of care • Demonstrate a commitment to providing inclusive services that are responsive to underrepresented students with a lens of equity, diversity, inclusion, access and belonging 	80%	
B. Outreach and Training <ul style="list-style-type: none"> • Work collaboratively with campus partners, provide programming and educational outreach as assigned • Prepare presentations and outreach activities and facilitate student adjustment and success programs to promote a healthy campus • Serve on multidisciplinary campus committees as assigned 	5%	
C. Additional duties <ul style="list-style-type: none"> • Maintain complete, accurate and confidential clinical records to ethical and legal standards • Participate in departmental meetings, clinical case conferences and other staff functions • Attend to professional development by participating in local/regional/national professional development conferences and seminars to maintain standards of Wisconsin licensure and stay abreast of best practice and issues pertaining to college mental health. 	15%	
Qualifications – Knowledge, Skills, and Abilities:		
Required Knowledge, Skills, and Abilities <ul style="list-style-type: none"> • This position requires valid licensure or license eligibility in the State of Wisconsin for: Licensed Professional Counselor, Licensed Marriage and Family Therapist, or Licensed Clinical Social Worker. • Demonstrated commitment to equity, diversity, and inclusion practices within an organization, team, and/or campus environment. Preferred Knowledge, Skills, and Abilities <ul style="list-style-type: none"> • Experience in higher education mental health setting and working with young adults • Experience providing clinical care using teletherapy modalities 		
Physical Effort/Demands:		
<ul style="list-style-type: none"> • Sitting • Standing 		

Equipment Operated:

- Various computer systems and/or software, calculator, fax machine, office copier, telephone, and other electronic office devices

Working Environment:

The noise level in the work environment is usually quiet.

This position description should not be interpreted as all inclusive. It is intended to identify the major responsibilities and requirements of the job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated on this description.

This position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the position change.

UW-Stevens Point is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the University will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee Name

Date

Employee Signature

Date

Supervisor Name

Date

Supervisor Signature

Date