**Assistant Director of the Counseling Center**

Salisbury University is seeking qualified applicants for the position of **Assistant Director of the Counseling Center**.

Salisbury University, a member of the University System of Maryland, is a regionally accredited four-year comprehensive institution offering 58 distinct graduate and undergraduate programs. Located on the historic Eastern Shore, SU's beautiful campus is some 30 miles from the Atlantic beaches and 2.5 hours from Baltimore and Washington, D.C.

**Student Affairs:** Committed to the fulfillment of the Salisbury University Mission, the Division of Student Affairs engages students in supportive communities where holistic learning and success are possible. All positions in Student Affairs share the responsibility for creating a campus community that values diversity, inclusion and the uniqueness of others by modeling integrity, care, compassion and respect during interactions with all members of the Salisbury community. To learn more about Student Affairs, visit [**http://www.salisbury.edu/students/about.html**](http://www.salisbury.edu/students/about.html). This is a new position that will evolve as necessary to meet the changing needs of students and the university.

**Counseling Center:** The Center provides high quality and professional mental health services including prevention, assessment, and treatment of psychological problems, emotional concerns, or mental conditions of individuals or groups. The Center also provides mental health promotion, education related to early problem detection and intervention, student advocacy, and effective access to services. In alignment with the mission of the University and Student Affairs, goals are to promote student welfare and psychological wellbeing, academic success, and a safe and healthy campus community. Through a graduate internship Training Program, the Center also provides quality education and supervision for master’s students in social work and other counseling programs.

**Primary Job Duties:** Provide individual therapy, group therapy, case management and crisis intervention to students to address psychological and mental health concerns, to help them develop emotionally and socially, and to support their academic success; Assist with and/or participate in other administrative activities including documentation of interventions, participation in meetings, committees and community service and university activities; Provide consultation and outreach to staff, faculty, students, parents and campus departments concerning students’ developmental and mental health concerns and assist them in making appropriate referrals maintaining positive and close working relationships with diverse and varies entities. Assist the Director in administrative functions such as strategic planning, policy and procedure development, data management, report writing, assessment, supervision and staff development. Assist with providing clinical training and supervision of graduate interns.

**Minimum qualifications**: Master’s degree in counseling, social work or psychology; 3-5 years experience in a clinical setting conducting assessments and therapy, clinical supervision, outreach, and some administrative functions; MD license in psychology, social work, professional counseling or related field or license eligible; demonstrated proficiency in therapy, assessment, and clinical supervision; and knowledge and experience working with diverse populations.

Proficiency with Microsoft Office Suite (Outlook, Word, Excel, and PowerPoint) is required. Must be detail oriented and have excellent interpersonal, customer service, organization and planning, prioritization, problem solving, follow through, time management, and oral and written communication skills. Also, must be flexible and possess the ability to successfully handle multiple tasks/projects simultaneously and work well under pressure, independently, and in a team-oriented environment.

**Preferred qualifications:** Quantitative assessment and evaluation experience (e.g., SPSS or other tools) and grantwriting; Doctoral degree; Experience conducting assessments and therapy, clinical supervision, outreach and administrative functions in higher education.

This is a full-time, exempt, State position with a full benefits package. Position requires occasional evening and/or weekend work to meet operational needs and requirements of the position, especially in support of campus outreach programs and/or emergency response protocols, and all Student Affairs positions require performing other mission-specific duties contingent upon student, university and operational needs. Salary will be commensurate with experience and qualifications.

Applications will be accepted via Salisbury University's Online Employment Application System. Please visit our website [**http://www.salisbury.edu/hr/careers/**](http://www.salisbury.edu/hr/careers/) to apply online. See the FAQs of the Online Employment Application System for more information and instructions.

*To be considered an applicant, you* ***must*** *apply online and submit all of the following: a cover letter, resume, and three professional references. All documents that you wish to provide must be attached to your application in the Online Employment Application System. Please do not send any documents via E-mail. Applications received by* ***August 6, 2018*** *will be given first consideration. The position will remain open until filled.*

Diversity and inclusion are core values of Salisbury University. We strive to create a truly diverse and inclusive environment where the richness of ideas, backgrounds, and perspectives of our community is harnessed to create value for our University community to include students, faculty, and staff, today and in the future. To this end, the University recruits exceptional and diverse faculty, staff, and students from across Maryland, the United States, and around the world, supporting all members of the University community as they work together to achieve institutional goals and vision. To learn more about the University’s commitment to fostering a diverse and inclusive campus, please visit [**http://www.salisbury.edu/equity/**](http://www.salisbury.edu/equity/).

Salisbury University (SU) has a strong institutional commitment to diversity and equal employment opportunities to all qualified people. To that end, the University prohibits discrimination on the basis of sex, gender, marital status, pregnancy, race, color, ethnicity, national origin, age, disability, genetic information, religion, sexual orientation, gender identity or expression, veteran status or other legally protected characteristics. Direct all inquiries regarding the nondiscrimination policy to: Humberto Aristizabal, Associate Vice President, Institutional Equity, Title IX Coordinator, 100 Holloway Hall, Tel. (410) 548-3508.