

## **Counselor – Vincennes, IN**

### **Part-Time**

Vincennes University is seeking applications for a part-time counselor in the Counseling Center at the Vincennes Campus.

The position of Part-Time Counselor at Vincennes University is a three-day-per-week, twelve-month, non –tenured support staff position which reports directly to the Director of Counseling Services. In conjunction with the entire Counseling Center staff, this Counselor is responsible to see that the Counseling Center is able to fulfill its mission statement:

*The mission of the Vincennes University Counseling Center is to facilitate the academic and personal success of Vincennes campus students by providing emotional counseling and psychotherapeutic services to VU students who are experiencing a personal problem that interferes with their ability to function in a college environment*

The primary responsibility of the Part-Time Counselor is to provide individual behavioral health services for students. Responsibilities include:

- Conducting appropriate mental health, suicide and risk assessments
- Provide individual counseling and crisis intervention for students experiencing emotional or psychological distress.
- Assisting students with needs that do not require ongoing counseling but rather brief intervention
- Assisting with referral to appropriate resources on campus or in the community
- Provide outreach and consultation opportunities to the student population regarding various mental health topics and issues. This could be developed into a consultation or educational hour embedded in the residence halls with an attempt to meet the needs of more students
- Providing psychoeducational workshops to the faculty, staff and community to educate them on mental health issues affecting the college age population

Additional responsibilities include:

- Maintain accurate and timely documentation for all clinical interactions and consultations;
- Be multiculturally competent, possessing the ability and skills to work with diverse social, cultural, and socio-economic backgrounds.
- Be prepared to handle a busy caseload in an active and dynamic environment.
- Have the ability to work effectively as a multidisciplinary team member with a collaborative staff.
- Collaborate with full-time Counseling Center staff to facilitate provision of quality services in the absence of the part-time counselor;
- Other duties as assigned and assist the Office of Diverse Abilities and Accommodations

The Part-Time Counselor is expected to maintain state and national licensure and certifications as appropriate for those providing psychotherapeutic intervention services. A terminal degree in psychology, social work, or other related mental health field is preferred along with 3-5 years of experience. Clinical supervision for licensure can be provided. The Counselor is also expected to participate in professional development activities as necessary to remain current with accepted methods and practices, and to meet licensure/certification standards. Finally, the Counselor is required to maintain the confidentiality of patient files and information consistent with federal and Indiana law.

**Benefits:**

The candidate will not be eligible for benefits.

**How to Apply:**

Interested applicants should submit a cover letter, resume, and contact information for three references to Human Resources by email to [jobs@vinu.edu](mailto:jobs@vinu.edu) or mail to Human Resources, 1002 North First Street, Vincennes, IN 47591.

Applications will be accepted until the position is filled. Interviews may be held concurrently with the advertising period. While we sincerely appreciate all applications, only those candidates selected for an interview will be contacted.

Please note the selected candidate will be required to submit to a criminal history background check. Vincennes University is an Equal Opportunity and Affirmative Action Employer