

## **Director of Psychological Services**

Phillips Academy Andover, a highly ranked private, residential secondary school, is pleased to invite applications and nominations for the position of Director of Psychological Services. This is a continuing, full-time, housed, administrative-faculty position located within the Rebecca M. Sykes Wellness Center. Supporting Phillips Academy's strong commitment to the health and well-being of its student community, the Director oversees the clinical operations of Psychological Services, provides clinical supervision to the staff of Psychological Services as well as pre-professional trainees, and offers direct services to students. Phillips Academy serves and values a diverse student body, and the Director must share and embrace the school's commitment to creating an equitable and inclusive community in which students from diverse backgrounds, cultures, and experiences learn and grow together.

Phillips Academy is seeking a forward-thinking and collaborative clinical leader who can build on existing relationships, motivate and inspire staff, introduce current trends and best practices, and work effectively as a member of the Health and Wellness leadership team. The Director will have the opportunity to identify strategies for strengthening Psychological Services in alignment with the institutional mission and values. The successful candidate will have the training, credentials, licensure, and in-depth knowledge and experience with mental health issues affecting adolescent students.

### **About the Rebecca M. Sykes Wellness Center**

The building and its programming are an affirmation of the importance of health and wellness in all its forms—physical and emotional, individual and community. The Sykes Wellness Center offers medical services, psychological counseling, and wellness programs (stress management, health education, and workshops) that help students balance work and play and learn to treat mind and body as parts of the same invaluable whole.

The Counseling Center, located on the garden level of the wellness center, has two primary roles: to serve the individual psychological needs of students and to foster the psychological health and well-being of the entire Phillips Academy community. Services include individual and group counseling, wellness programs, specialized training programs, and consultation services to parents, teachers, and departments.

### **Position Summary**

The Director of Psychological Services has primary responsibility for all student mental health-related services at Phillips Academy. The director leads an in-house team of counselors and collaborates with others across the Academy to provide mental health programming and services in support of the personal and academic success of a diverse population of 1150 students. This is a 12-month, ongoing administrative appointment reporting to the Dean of Health and Wellness and Chief Medical Officer, and working closely with campus wellness stakeholders to ensure a campus-wide integrated and holistic approach to health and wellness. The job includes management, administrative, supervisory, and clinical duties. The psychological services team

provides crisis intervention and emergency coverage 24/7, with backup coverage provided by the director. To facilitate that coverage, on-campus housing is provided for this role.

**Essential responsibilities include:**  
**Strategic Leadership**

- Continuously define a vision and model for mental health services including education, counseling, outreach, and emergency response
- Maintain contemporary knowledge of the literature, research, and trends within adolescent mental health and initiate innovative methods to ensure that students receive high-quality services as needs change.
- Define appropriate scope of practice for counseling and psychological services
- Ensure that the development and delivery of programs and services meet the needs of a diverse student population
- In partnership with the Dean of Health and Wellness/Chief Medical Officer, ensure design and delivery of a high quality, integrated approach to student wellness
- In partnership with the Dean of Students, ensure that appropriate training and resources are available to house counselors and residential staff
- In partnership with the Director of Wellness and Prevention Education, ensure that the Empathy, Balance, and Inclusion program curriculum includes appropriate social-emotional components
- Identify and plan professional development opportunities for faculty and staff
- Maintain cooperative and collaborative relationships with student-service and educational units/teams across the academy: medical, wellness education, academic skills center, dean of students, dean of studies, college counseling, and office of diversity and multicultural development
- Serve as member of Student Program Review Committee (SPRC) which considers modifications to individual student academic and/or program commitments
- Serve as member of four-person Student Response Team which applies the Essential Elements of Student Life to guide decisions around student support, student leaves, and student returns
- Develop collaborative relationships with community partners to provide expanded capacity for delivering student mental health services

## **Clinical Supervision and Management**

- Recruit, supervise, and evaluate counseling clinical staff
- While serving as the lead mental health clinician, provide clinical consultation and supervision to counselors
- Coordinate with the Dean of Health and Wellness/Chief Medical Officer to integrate the services of the consulting psychiatrist
- Develop and implement assessment protocols for counseling that enable ongoing evaluation of services and student needs
- Ensure high quality training and professional development of counseling staff including continuing education to maintain licensure and stay current in the field of adolescent mental health
- Coordinate crisis intervention response processes and systems for counseling, including providing clinical back-up and supervision for on-call counselors
- Serve as primary interface to communicate with families regarding incoming and returning students' mental health
- Provide mentorship to trainees
- Ensure culturally competent practices
- Ensure appropriate compliance with ethical guidelines, legal requirements, accreditation standards, and Academy rules and protocols

## **Administration and Management**

- Manage the psychological services unit and its partnerships across campus to provide a range of services and programs that support and enhance students' personal and academic success
- Manage financial, staff, and technology resources for the delivery of an appropriate level of care
- Develop and administer annual budget
- Conduct throughput and outcome assessment of counseling services and prepare analytical data reports to guide service and program profile and ensure continuous quality improvement

- Supervise maintenance of networked electronic record-keeping, scheduling, and data collecting software

### **Minimum Qualifications**

- Advanced degree in counseling or clinical psychology or social work
- Must have current independent clinical licensure as a mental health clinician in the state of Massachusetts prior to start of employment.
- Knowledge of current trends and best practices in adolescent and secondary school mental health services
- Experience working as a clinician in an educational setting or residential setting is highly preferred
- At least five years of experience providing administration, clinical supervision, and assessment of clinical services in a mental health setting
- Proven record of success and commitment to diversity, equity, and inclusion and strong cultural competency skills
- Strong interpersonal, communication, and critical thinking skills

Additional information about Phillips Academy's commitment to student health and wellness can be found here:

<https://www.andover.edu/living/health-and-wellness>

<https://www.andover.edu/news/2018/a-multifaceted-approach-to-health-and-wellness>

### **Application Process**

Phillips Academy has partnered with Keeling & Associates, LLC for this search. Applications should include a resume/curriculum vitae and a cover letter addressing your interest in and qualifications for the position. Application materials must be sent, preferably as PDFs, to [recruiting@keelingassociates.com](mailto:recruiting@keelingassociates.com) with the subject heading "Phillips Academy - Director of Psychological Services." Candidates are encouraged to submit application materials by February 27, 2023, to receive full consideration. The application review process will continue until an appointment is made. Confidential inquiries and nominations should be addressed to the K&A senior consultant leading this search, Dr. Lili Rodríguez, at [lrodriguez@keelingassociates.com](mailto:lrodriguez@keelingassociates.com).

**Phillips Academy is an equal-opportunity employer. Any offers of employment will be contingent upon successful CORI/SORI, ADP authorization form (for RMV record), and fingerprinting background checks, as well as unrestricted authorization to work in the United States.**