

## **Director, The Center for Counseling and Consultation**

St. John's University is pleased to invite applications and nominations for the position of Director of the Center for Counseling and Consultation (CCC). This position, reporting to and in consultation with the Assistant Vice President of Student Wellness, provides the overall vision and underlying framework for the development and delivery of mental health services to a highly diverse student body. The Director is responsible for providing strategic leadership and the overall administration of the CCC while balancing its core functions of clinical service, educational outreach, and training. The CCC is organizationally and administratively part of a coordinated and collaborative portfolio of student wellness services that also comprises Student Health Services, Disability Services, Campus Recreation, Wellness Education and Prevention, and the Office of Sexual Violence, Outreach, Awareness and Response (SOAR). The Director will be based on and provide leadership and oversight to the CCC office on St. John's flagship campus in Queens, as well as oversee services for students attending its Staten Island campus.

The successful candidate will be an experienced, visionary, and engaged clinician and leader with a strong record of progressive operational, administrative, and management experience; possess an in-depth understanding of the psychological challenges and mental health needs of university students and expert knowledge of best practices in college counseling services; have demonstrated expertise in crisis intervention and management; and an affinity for working in an interdisciplinary team.

### **About St. John's**

As a metropolitan university, St. John's benefits from New York City's cultural diversity, its intellectual and artistic resources, and its unique professional educational opportunities. As a Catholic and Vincentian university, St. John's is committed to institutionalizing practices of inclusive excellence to welcome and celebrate the intrinsic worth of all members of the community.

St. John's enrolls 14,000 undergraduate and 4,000 graduate students in more than 100 undergraduate and graduate programs in its six colleges and schools, with a growing number of programs offered online. The diverse student body includes both students living and learning on campus in a lively and tight-knit residential community, students commuting from all five boroughs, and online learners. The Princeton Review and other top rankings consistently recognize the University's outstanding academics, diverse student body, dynamic internship and service opportunities, focus on student life, and diverse study abroad offerings. As a Big East university with a proud athletic tradition, St. John's has 17 NCAA Division I teams.

### **Responsibilities**

- Leads the development and revision of policies and procedures in adherence to federal, state, and professional associations (APA, ACHA, AUCCCD, etc.) guidelines and standards.

- Manages the Center for Counseling and Consultation budget.
- Oversees the coordination, consultation, and guidance for crisis/liaison services, including intervention and postvention services for emergencies and highly acute situations.
- Oversees SJU's electronic record system including maintaining the accurate collection of records and statistics to provide information for decision-making and feedback to staff and university partners and quality assurance of documentation.
- Implements new technologies to improve and expand service delivery and evaluation.
- Provides leadership and vision for the CCC by creating a culture of high-quality care and continuous improvement.
- Ensures the delivery of high-quality, evidence-based, culturally competent services to students.
- Ensures staff implement services from a multi-cultural perspective that embraces the individuality of each student.
- Ensures that staff are culturally competent in the delivery of clinical services.
- Ensures efficient, equitable, and quality delivery of all clinical services, including assessment, individual and group counseling, referral, consultation, and crisis intervention.
- Collaborate with the Assistant Vice President of Student Wellness managing contracts and relationships with third-party providers of services, including, but not limited to, psychiatry, emergency response, and telehealth vendors.
- Fosters strong professional relationships with local mental health providers for referral and networking.
- Facilitate collaboration between the CCC and other offices and departments across campus to strengthen the development and delivery of mental health services and prevention initiatives.
- Serves as a member of the leadership team for the Department of Student Wellness, participating in development of strategy and advocacy efforts in coordination with the Assistant Vice President of Student Wellness and directors of other units in the portfolio.
- Facilitates information gathering from students via formal and informal methods to continually increase awareness of, utilization of, and satisfaction with programs and services.

- Provides direct clinical service including individual and group counseling, assessment, crisis intervention, and consultation.
- Participates in after-hours on-call rotation.
- Other duties as assigned by the Assistant Vice President of Student Wellness.

### **Qualifications**

- Terminal degree in clinical or counseling psychology, social work, or a related field
- Licensed in the appropriate field in New York, or license eligible, and licensed in the appropriate field in New York within one year of the start date
- Seven years of experience providing clinical services
- At least three years of progressively responsible administrative and supervisory experience in clinical settings
- Prior experience in a college or university counseling center is preferred
- Demonstrated commitment and ability to advance diversity and inclusion, and work with students, faculty, and staff from diverse backgrounds
- Demonstrated knowledge of student development theory and culturally responsive care in a mental health context; current counseling/psychotherapy practices and methods; effective strategies for responding to crises, and effective mental health promotion strategies
- Ability to utilize and/or develop appropriate instruments to determine the efficacy of services, progress in attainment of goals, and student learning outcomes
- Ability to motivate and lead a diverse staff in the accomplishment of goals
- Excellent interpersonal and written and oral communication skills
- Ability to effectively make presentations before a variety of audiences
- Evidence of creativity or innovation in the delivery of student mental health programs and services

In compliance with NYC's Pay Transparency Act, the annual salary range for this position is \$140,000 - \$150,000. St. John's University considers factors such as (but not limited to) scope and responsibilities of the position, candidate's work experience,

education/training, key skills, internal peer equity, as well as market and organizational considerations when extending an offer.

### **Application Process**

The University has partnered with Keeling & Associates, LLC for this search. Applications should include a resume 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 "SJU Director of CCC." Candidates are encouraged to submit materials by May 19, 2023, to receive full consideration. The search will continue until St. John's appoints a director. Confidential inquiries and nominations should be addressed to the K&A senior consultant leading this search, Dr. Lili Rodríguez, at [lrodriguez@keelingassociate.com](mailto:lrodriguez@keelingassociate.com).

**Consistent with its mission as a Catholic, Vincentian, metropolitan and global institution of higher education, St. John's University abides by all applicable federal, state and local laws, which prohibit discrimination on the basis of race, religion, color, nationality or ethnic origin, age, sex (including sexual harassment and sexual violence), gender identity, gender expression, sexual orientation, marital status, disability, citizenship, status as a victim of domestic violence, genetic predisposition or carrier status, status in the Uniformed Services of the United States (including veteran status) or any other characteristics prohibited by law. The University also abides by Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of sex in all education programs and activities. The University's policy of non-discrimination extends to employment opportunities, admission of students to its programs, and to the administration of its educational policies, scholarships, and loan programs, athletics and other institutionally administered programs or activities generally made available to students at the University.**