

## **Executive Director of the University Counseling Center**

The University of Utah is committed to the well-being of its students, and the Executive Director of the University Counseling Center (UCC) plays a key role in supporting and enhancing this effort. The University is searching for an experienced clinician who is prepared to lead and manage a dedicated team in meeting the needs of a growing student body. This is an exciting opportunity to: identify innovative approaches to supporting the mental health and success of students; collaborate with partners in Student Affairs, as well as others across campus and in the community, to promote well-being; and be the advocate for, and expert on, addressing mental health needs at the University. Working closely with the Associate Vice President for Student Health and Wellness (AVP) and others in the AVP's portfolio, the Executive Director will be able to make a positive difference in the lives of students.

The Executive Director provides leadership and organizational and administrative oversight of staff, programs, services, planning, budget, space, and operations in order to facilitate and support the personal, academic, and co-curricular development of a diverse student population. This position reports to the Associate Vice President for Student Health and Wellness and oversees a large staff, which includes: associate and assistant directors of clinical and training services; 21 licensed clinicians, including psychologists, clinical social workers, masters-level mental health counselors, and psychiatric advanced nurse practitioners; four administrative support staff; and six master and doctoral level training programs (approximately 22 trainees), including an APA-accredited doctoral internship, social work internships, master's and doctoral-level practica, and an undergraduate internship program. The UCC is accredited by the International Accreditation Counseling Services (IACS).

### **The responsibilities of the Executive Director include:**

- Oversee, with the UCC Leadership Team, a wide range of services and programs including one-on-one therapy; couples/relationship therapy; therapy and support groups; crisis services; case management; Mindfulness Center; training programs; and third-party virtual counseling services. Ensure delivery of high-quality and culturally responsive mental health services.
- Hire, on-board, develop, and mentor professional staff to support the Student Affairs and department missions, scope of services provided, and maximize the number of students served. Continually develop the skills of the UCC staff around culturally responsive care and inclusive practices.
- Promote a collegial atmosphere that encourages staff to interact and provide input in decision-making.
- Provide consultation, education, and recommendations to campus constituencies on issues pertaining to student mental health/counseling; provide leadership of mental health support for campus crises and events.

- Understand the importance of data-driven decision-making, provide leadership on the department's Balanced Score Card (strategic planning tool), promote a culture of assessment, and determine methods for implementing findings for improvement and innovation. Prepare analytical studies and reports, as needed.
- Provide budgetary management control and maintain fiscal accountability.
- Interpret and implement best practices around policies and procedures for counseling services and access to ensure compliance with all applicable policies, ethical standards, accreditation standards, regulations, and laws.
- Comprehensive knowledge of counseling theories, mental health diagnoses, interventions, treatment planning, and therapeutic outcomes. Maintain an understanding of current theories, approaches, research, practices, and professional ethics in the field of student mental health/counseling.
- Collaborate with the Associate Vice President/Dean of Students in engaging behavioral intervention strategies and institutional responses through the Behavioral Intervention and Threat Assessment teams.
- Work closely with the Associate Vice President for Student Health and Wellness (supervisor) and other colleagues, including the Director of the Student Health Center (SHC), the Director of the Student Wellness Center (SWC), Director of Campus Recreation Services (CRS), and the Director of the Center for Disability and Access (CDA). Maintain liaisons with the Associate Vice President for Student Development and Inclusion, Director of the Women's Resource Center, and other Student Affairs Directors and staff.
- Willing to work some evenings and weekend, as needed.
- Other duties as assigned.

**Minimum Qualifications:**

- Master's degree or Doctorate in Psychology, Counseling, Social Work, or a related field, from an accredited program, that allows the candidate to be license-eligible in Utah
- Current licensure as a psychologist, counselor, or social worker; if not licensed in Utah, must be license-eligible and able to obtain license within three months from start date
- Eight or more years of post-licensure related work experience, including at least three years of leadership/management experience

- Experience in a college or university counseling center or similar mental health setting
- Experience providing clinical and administrative supervision to mental health providers and trainees
- Experience working with culturally diverse populations and demonstrated commitment to equity, diversity, and inclusion
- Demonstrated ability to manage the administrative responsibilities of the position, including experience managing a budget
- Working knowledge and understanding of professional ethical code in own field; commitment to developing knowledge and understanding of codes in other relevant fields (APA, NASW, ACA)
- Familiarity with APA and IACS accreditation processes
- Experience with strategic planning and assessment
- Excellent communication and organizational skills, including public speaking, writing, and use of technology
- Familiarity with related professional associations and participation in professional development activities

### **Preferred Qualifications**

- Doctorate in psychology from an APA-accredited program
- Experience working in a university counseling center at a large, public university
- Participation on a Behavioral Intervention Team
- Experience supervising or past participation with a clinical training program (i.e. doctoral internship or post-doctoral internship program)
- Experience leading APA and IACS accreditation processes
- Leadership for department-level assessment and strategic planning
- Involvement and/or leadership in related professional associations

The University offers a competitive salary for this position and an excellent benefits plan.

### **Application Procedure and Timeline**

Keeling & Associates, LLC (K&A) is supporting the University of Utah in this search process. Those interested in submitting nominations or in having a confidential discussion before applying should contact K&A Senior Consultant Jeff Ewing (jfewing@keelingassociates.com).

Interested applicants should send a cover letter and resume, preferably as PDFs, to recruiting@KeelingAssociates.com. The subject line of the email should read "Utah-UCC." Applications will be reviewed as they are received, and the search process will continue until the position is filled.

**The University of Utah values candidates who have experience working in settings with students from diverse backgrounds and possess a strong commitment to improving access to higher education for historically underrepresented students.**

**Individuals from historically underrepresented groups, such as minorities, women, qualified persons with disabilities and protected veterans are encouraged to apply. Veterans' preference is extended to qualified applicants, upon request and consistent with University policy and Utah state law. Upon request, reasonable accommodations in the application process will be provided to individuals with disabilities.**

**The University of Utah is an Affirmative Action/Equal Opportunity employer and does not discriminate based upon race, ethnicity, color, religion, national origin, age, disability, sex, sexual orientation, gender, gender identity, gender expression, pregnancy, pregnancy-related conditions, genetic information, or protected veteran's status. The University does not discriminate on the basis of sex in the education program or activity that it operates, as required by Title IX and 34 CFR part 106. The requirement not to discriminate in education programs or activities extends to admission and employment. Inquiries about the application of Title IX and its regulations may be referred to the Title IX Coordinator, to the Department of Education, Office for Civil Rights, or both.**

**To request a reasonable accommodation for a disability or if you or someone you know has experienced discrimination or sexual misconduct including sexual harassment, you may contact the Director/Title IX Coordinator in the Office of Equal Opportunity and Affirmative Action:**

**Director/ Title IX Coordinator**

**Office of Equal Opportunity and Affirmative Action ( OEO /AA)**

**135 Park Building**

**Salt Lake City, UT 84112**

**801-581-8365**

**oeo@utah.edu**

**Online reports may be submitted at [oeo.utah.edu](https://oeo.utah.edu)**

**For more information: <https://apptrkr.com/3330172nondiscrimination/>**