

ASSISTANT COUNSELOR JOB POSTING

This entry-level assistant counseling position, reporting to the Counseling Director, will support our Christian counseling services and educational outreach to the 1200 students enrolled in XYZ Christian University located in Somewhere, CO. It is our goal to provide faith-based counseling services that address and resolve personal, mental health, spiritual and other developmental issues for our students.

Job Duties and Responsibilities

- Conduct basic student one-on-one counseling services as assigned by the Counseling Director.
- Enter complete counseling notes from each student session accurately and timely into the Counseling Department database in accordance with current legal requirements.
- Serve as a resource and liaison for the college community on issues of mental health and psychological health promotion which may include classroom presentations, resource material development, committee membership and staff/faculty presentations.
- Gather data to determine campus trends/needs and make recommendations for next steps on a regular basis.
- Other projects as assigned.

Qualifications:

- Commitment to represent XYZ Christian University in accordance to its mission and value statements.
- Licensed counselor with a Master's Degree in Counseling.
- Knowledge of mental health issues common to the college population.
- Awareness of social trends and effective treatments.
- Good verbal and written communication skills.
- Complete understanding of State and Federal documentation regulations that apply to college mental health services.

How to Apply:

Send cover letter and resume to LouBrown@XYZCollege.org