The University of Montana Western
Student Affairs

Staff Vacancy Announcement

Student Counselor

Department: Student Affairs
Position: Full-time, 10 month position, full benefits package
Annual Salary: $20 - $22 (depending on experience)
Union Affiliation: MFPE
Posting Date: July 2021

Description

The Student Counselor works to serve the mental health needs of the University of Montana Western students. This work is collaborative across campus; there is a spirit of promoting and supporting positive mental health initiatives and activities that is embraced by students, faculty, staff, and administration alike. This position reports to the Director of Student Counseling and Wellness.

The Student Counselor responsibilities are:

- Providing direct clinical mental health services (individual, couples, and group therapy; intake, assessment, and diagnosis; crisis intervention and consultation) to Montana Western students through competent, professional, and ethical practice
- Utilization of student client data management system for scheduling and documentation
- Participating in outreach activities with the campus and surrounding community
- Conducting student training activities including psychoeducation and positive mental health awareness and promotion
- Attending staff and committee meetings as needed
- Additional programmatic responsibilities as needed and assigned by the Director of Student Counseling and Wellness
- Position requires collaboration as well as independent initiative

Required Qualifications

The successful candidate must possess:

- Master’s degree or higher in Clinical Psychology, Mental Health Counseling, Social Work or equivalent
- Licensed clinical therapist (or licensure eligible) in the State of Montana
- For 2021 graduates, graduate coursework must be completed before August 1, 2021
- Clinical experience working with adults
- Experience and commitment to providing multi-culturally competent services
- Familiarity with, and commitment to, professional competency, best practices, ethical standards, and HIPAA regulations
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- Effective therapeutic and interpersonal skills, including the ability to collaborate successfully with faculty, staff, and students
- Enthusiasm and passion for providing mental health services for university students
- Excellent written and oral communication skills
- The ability to work effectively with diverse populations
- Have the ability to complete documentation in a timely manner in accordance with ethical standards
- Maintain confidentiality of records and information
- Have the ability to use computer programs and office equipment to complete job duties and assist in day-to-day department functioning

Preferred Qualifications

- Experience working clinically in a university counseling center setting
- Licensed Addictions Counselor (LAC) qualification
- Experience with couples and group counseling
- Experience in crisis intervention
- Experience with an Electronic Medical Records (EMR) system
- Experience providing outreach and psychoeducational workshops/training
- Familiarity with the Family Educational Rights and Privacy Act (FERPA)

Application

To be considered for this position, please submit a cover letter including three professional references and a completed and signed State of Montana Government Job Application (https://www.umwestern.edu/wp-content/uploads/2018/08/State-Application.pdf). Submit application materials to:

Patti Lake
Personnel Officer
The University of Montana Western
710 South Atlantic Street
Dillon, MT 59725
Patricia.lake@umwestern.edu

Questions regarding this position should be directed to Heidi Peterson via email at: heidi.peterson@umwestern.edu or 406-683-7180. Review of applications will begin immediately and continue until filled.

The University & Dillon Area

The University of Montana Western is a dynamic, innovative, undergraduate university with over 60 full-time faculty and 1,300 students. It is located in Dillon, Montana in the scenic Rocky Mountains and has been awarded numerous top national rankings for delivering high quality, affordable education.
Montana Western is the only public four-year college in the nation offering Experience One (X1), experiential learning delivered on the block schedule. Class sizes are small and students take a single course at a time, three hours each day for 18 days, before moving on to the next course. Each course is four credits and four blocks are offered each semester. The block schedule facilitates field and lab work, undergraduate research, study travel, and interdisciplinary teaching. Montana Western’s faculty strongly believe in mentoring and inspiring students, and assisting them in the transition from university life to professional careers.

The University of Montana Western is an integral part of the Dillon Community. With a population of 5,000 people, Dillon is known for outstanding public schools, safe environments, recreational opportunities, and an excellent quality of life.

_The University of Montana Western is an equal opportunity/affirmative action employer and encourages applications from qualified women, minorities, veterans and people with disabilities. Qualified candidates may request veterans, or disabilities preference in accordance with state law. Reasonable accommodations are provided in the hiring process for persons with disabilities. Finalists for any position will be subject to a criminal background investigation._