

STAFF VACANCY

Position Title: Counselor
Location: Demorest, Georgia
Position Type: Full-Time

To Apply: <https://apply.interfolio.com/90396> or
www.piedmont.edu

Position Description

Founded in 1897, Piedmont University is a private, comprehensive liberal arts university with an enrollment of approximately 2,500 students at campuses in Demorest and Athens, Georgia.

This is a 10 month position, August - May and is a benefits eligible position.

The Counseling Services unit works closely with Student Life, Residential Life, Disability Services and other student support units to provide integrated care for our students.

The Counselor is responsible for providing individual, group, and crisis intervention counseling services to students and other service as needed to support students and designated by the Director. The Counselor will:

- provide crisis intervention, assessment, therapy, and referral to students on scheduled or walk-in basis
- conduct counseling or therapeutic interviews to address psychological problem, treat psychological disorders, and promote personal development
- assessment of students' needs may be done by interviews, psychological testing, or other counseling techniques
- provide training for the Residential Life staff regarding student mental health concerns and referrals

- plan and offer a variety of structured and unstructured groups for skill building, support, insight, and personal development of college students
- identify and implement programming relating to chemical use, eating disorders, trauma, depression, anxiety, suicidal ideation, and other areas commonly seen on college campuses
- participate in the Mental Health on Call duty coverage (night and weekend emergency coverage)
- participate in student and parent orientations
- supervise/train graduate student practicum/interns/postdocs
- engage in professional development activities, such participation in local and national organizations, making presentations at conferences, publishing, and conducting in-services
- conduct outreach and training events for campus individuals, create partnerships with community agencies, and serve on campus committees as requested.

Knowledge, Skills, and Abilities Required

- Reliable, consistent attendance is a requirement and essential function of all positions.
- Employees are expected to be punctual and dependable in order to meet the needs of their department and the College.
- Ability to use Microsoft Office Suite: Word, Excel, Powerpoint.
- On site duties required
- Ability to apply mental health counseling methods and techniques.
- Knowledge of community mental health resources.
- Knowledge of crisis intervention techniques.
- Knowledge of clinical operations and procedures.
- Knowledge and understanding of clinical counseling principles, programs and methodology.
- Interviewing and psychological/developmental evaluation skills.
- Knowledge and understanding of clinical mental health counseling principles, methods, procedures, and standards.
- Ability to evaluate the progress of therapeutic programs and to make individual modifications.
- Ability to maintain emotional stability to cope with human suffering, emergencies, and other stresses.
- Knowledge of psychological test administration, scoring, and interpretation.
- Knowledge of legal and ethical issues related to patients' rights.
- Ability to develop and present educational programs and/or workshops.
- Basic understanding of HIPAA, FERPA, ADA, and Title IX

- Highly effective written and verbal communication and interpersonal skills.
- Demonstrated ability to effectively use interpersonal skills while representing the department on campus and to external units.
- Ability to work in a highly collaborative manner with diverse client group, members of the medical staff and faculty.
- Knowledge of intersectionality and how it impacts the daily lives of students including but not limited to African American, Asian American, Latino/Latina, international, first-generation, veterans, students with disabilities, and LGBTQ.
- Thorough knowledge of applicable laws and standards of professional conduct, and ability to conduct complex analysis and develop and present recommendations and course of treatment

Working Conditions and Physical Effort

- Office hours for this position will most often be offered between the hours of 10am- 7pm to best meet the needs of students. There may be some flexibility in these hours if assessments of student need suggest otherwise. There may also be the occasional weekend work needed.
- Occasional later evening and weekend hours may be necessary.
- No or very limited exposure to physical risk.
- Work is normally performed in a typical interior/office work environment.
- Requires the ability to sit for periods of time, with frequent interruptions.
- Requires several hours per day of sitting, getting up and down from chairs, and reaching, or bending.
- Requires manual dexterity with normal hand and finger movements for typical office work.
- Requires talking, hearing, and seeing as important elements for completing assigned tasks.
- Requires occasionally lifting and/or moving objects weighing up to 20 pounds.
- Requires the use of various electronic tools.
- Requires the ability to relate to others beyond giving and receiving instructions: must partner with colleagues without exhibiting behavioral extremes.
- Requires the performance of work activities including reasoning, negotiating, instructing, persuading, or speaking with others: and respond appropriately to constructive feedback from management.
- Possess a valid driver's license and be eligible to operate a university vehicle.

Desired Qualifications

- Master's degree in Counseling, Psychology, MFT required from a regionally accredited institution.
- Licensed to practice independently in the State of Georgia
- Demonstrated experience working in a team-oriented environment on a college campus considered an asset.
- Personal commitment to diversity and the ability to work with and validate those from different backgrounds
- Must be able to exercise independent judgement and critical thinking.
- Exceptional written, verbal, and interpersonal communication skills that foster positive relationships with both internal and external partners is required.
- Creative and innovative thinking around student success practices.
- Demonstrated passion for working with students.

Equal Employment Opportunity Statement

Piedmont College does not illegally discriminate on the basis of race, color, national or ethnic origin, sex, disability, age, religion, genetic information, veteran or military status, or any other basis on which the College is prohibited from discrimination under local, state, or federal law, in its employment or in the provision of its services, including but not limited to its programs and activities, admissions, educational policies, scholarship and loan programs, and athletic and other College-administered programs. All members of the Student body, Faculty, and Staff are expected to assist in making this policy valid in fact.

Inquiries concerning complaints regarding the disability statement should be directed to:

Coordinator for Title IX
1021 Central Avenue
Lane Hall-Student Success Center
P.O. Box 10
Demorest, GA 30535
(706) 778-3000 ext 1176
epettit@pedmont.edu

Human Resources
1021 Central Avenue
Daniel Hall- 2nd Floor
P.O. Box 10
Demorest, GA 30535
(706) 778-3000
hr@piedmont.edu