



# Student Health and Counseling Services

Student Academic Affairs

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## Assistant Vice Chancellor and Executive Director, Student Health and Counseling Services

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# The Opportunity

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The University of California San Francisco (UCSF) is seeking an experienced clinician leader to serve as the Assistant Vice Chancellor and Executive Director (AVC/ED) of Student Health and Counseling Services (SHCS). This senior-level administrator is responsible for inspiring, leading, overseeing, and supervising key functional areas that provide an integrated approach to supporting the wellbeing of the diverse population of 3100 graduate and professional health sciences students who attend UCSF. This is an excellent opportunity to join an outstanding university and to lead the department of Student Health and Counseling Services whose mission is to optimize the physical and mental health of students to help them achieve academic success, personal development, and lifelong wellness.



SHCS offers primary care services, women’s health, mental health counseling, psychiatry services, health education and promotion, travel health advice, nursing triage and advice, health insurance support services, and local oversight of the UC Student Health Insurance Plan. The Assistant Vice Chancellor and Executive Director must have extensive work experience that prepares them to lead the collaborative efforts of the medical services, mental health services,

administrative services, ancillary services, and health promotion and outreach programs to support students’ learning and success. The AVC/ED will advocate for student health and wellbeing, especially that of minoritized or underrepresented groups, while also playing a key role in the continued growth and development of diversity, equity and inclusion in SHCS.

Student Health and Counseling Services is a division of Student Academic Affairs (SAA), and the AVC/ED reports to the Vice Chancellor of Student Academic Affairs. In addition to leading SHCS and working closely with others in SAA, the AVC/ED serves as a liaison with the Deans of the professional schools and Graduate Division, the University of California (UC) system, and the UC Office of the President (UCOP). The AVC/ED serves on the Executive Oversight Board for the system-wide UC Student Health Insurance Plan. The AVC/ED supervises, either directly or indirectly, a staff of 30 headcount and is responsible for the fiscal management of an approximately \$13M operating budget.

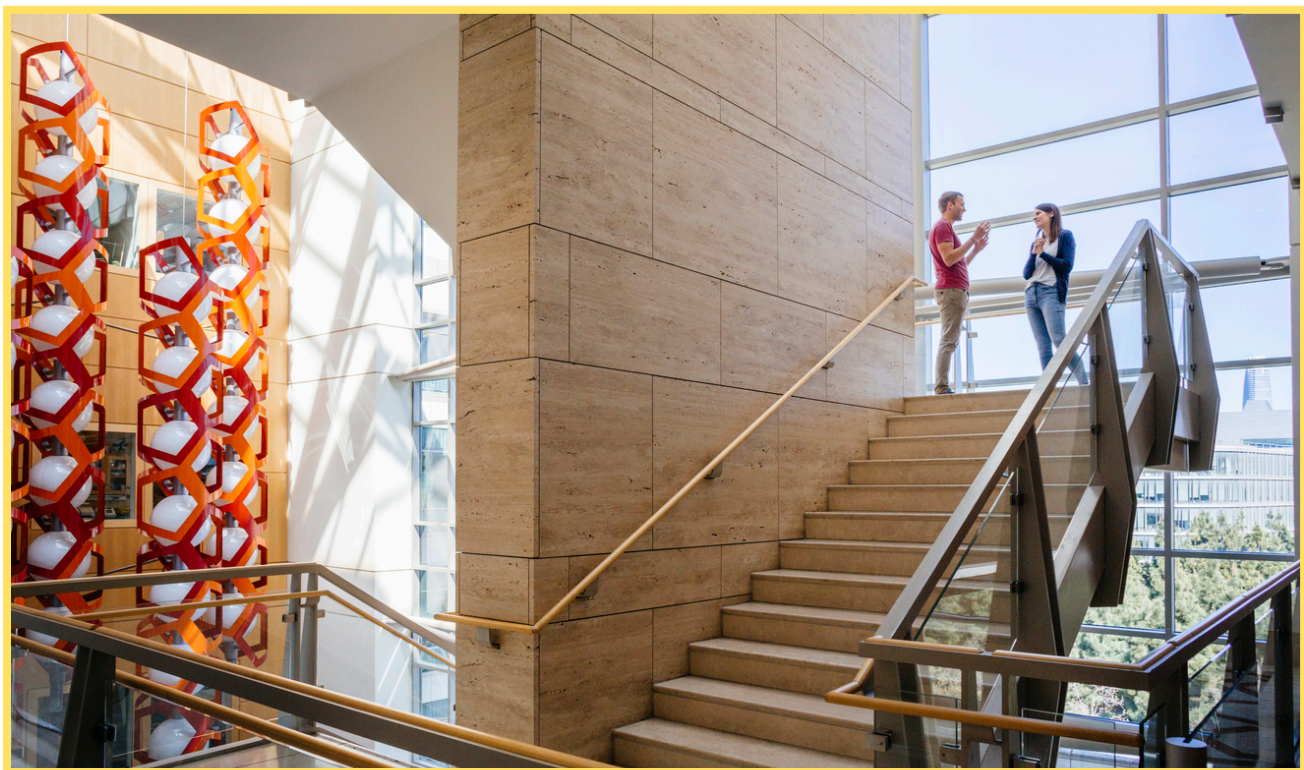
# About UCSF

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The University of California, San Francisco (UCSF) is a leading university dedicated to promoting health worldwide through advanced biomedical research, graduate-level education in the life sciences and health professions, and excellence in patient care. It is the only campus in the 10-campus UC system dedicated exclusively to the health sciences. UCSF brings together the world's leading experts in nearly every area of health. UCSF is home to five Nobel laureates who have advanced the understanding of cancer, neurodegenerative diseases, aging and stem cells.

UCSF is a diverse community made of people with many skills and talents. The University seeks candidates whose work experience or community service has prepared them to contribute to our commitment to professionalism, respect, integrity, diversity and excellence – also known as the University's PRIDE values.

In addition to the PRIDE values, UCSF is committed to equity—both in how care is delivered as well as in the workforce. UCSF is committed to building a broadly diverse community, nurturing a culture that is welcoming and supportive, and engaging diverse ideas for the provision of culturally competent education, discovery, and patient care. Additional information about UCSF is



# Key Responsibilities

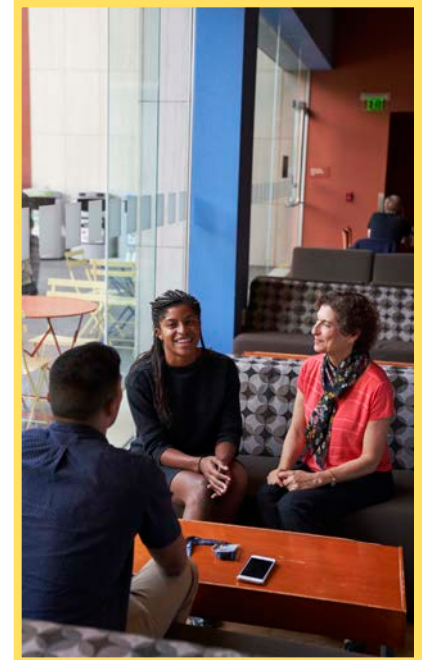
- Provide strategic and inclusive leadership in the design, development, implementation, coordination, evaluation, and continuous-improvement of health-related and mental-health related programs and services for 3,100 UCSF students
- Provide leadership to funding strategies for health care programs and operations, public relations, health care policy, advocacy and campus/ community collaboration efforts; facilitates new funding revenue opportunities to support programs
- Provide guidance and direction for achievement of objectives (operational and budget processes, staff FTE, finance, human resources, and space planning)
- Serve as SHCS lead for all emergency preparedness, disaster response, environmental health issues, pandemic planning and exposure follow-up for students
- Direct program to attract, develop, and retain members of the staff, providing standards for organizing them to optimize achievement of short and long-term organization objectives.
- Oversee 1) the development of new programs, including needs identification, resource development, staffing patterns, and recruitment of said programs, and, 2) the regular evaluation of existing programs to determine efficiencies, inadequacies, and overall performance



# Required Qualifications

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- Able to be credentialed, privileged, and maintain privileges by the UCSF SHCS Credentials Committee as per UCOP requirements/policies
- Ten or more years of related work experience and training
- Ability to manage a complex organization and to effectively direct and lead its staff, including setting specific, measurable, challenging and realistic goals for the organization and for individual staff members
  - ▶ At least three years of experience managing a health care program including some aspect of clinical supervision and managing licensed staff
  - ▶ Advanced knowledge of the principles and practice of supervision and management
  - ▶ Highly experienced with demonstrated leadership and team-building skills
  - ▶ Skilled at managing workforce diversity issues
- Strong leadership skills and exceptional analytical and strategic management skills; proven ability to develop, implement, articulate, and direct policies, procedures, and measurable objectives including the design, development, and direction of health-related programs and/or services for students
  - ▶ Knowledge of the application of evidence-based practice to the clinical setting
  - ▶ Highly experienced and skilled at planning, organizing, implementing and evaluating activities appropriate to the advancement of organizational goals
- Demonstrated understanding of the unique challenges and needs in delivering health care to a diverse population
  - ▶ Knowledge of the mental health issues that impact student performance and success
  - ▶ Understanding of college student development
  - ▶ Understanding of the ways in which integrated care benefits patient care



# Preferred Qualifications

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- Ten years of experience managing a health care program including some aspect of clinical supervision
- Clinical experience serving diverse and young adult populations
- Knowledge of strategic funding of health care programs and operations, public relations, marketing and fundraising
- A degree appropriate to meet the requirement with an advanced degree in a health profession (e.g. M.D., PsyD, PhD, MSN)
- Training in primary care (family medicine, internal medicine, pediatrics) or psychiatry/mental health (behavioral health)
- Board certification, preferably in Family Medicine, Internal Medicine, Pediatrics, or Psychiatry
- Experience diagnosing and treating mental health concerns in primary care setting preferred
- Unrestricted DEA registration for controlled substances
- Active license in a designated profession at time of hire
- In-depth understanding of policy issues related to higher education health care programs preferred

*The above is a partial list of required and preferred qualifications; a full list is available on the*



# Application Procedure and Timeline

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Interested applicants must apply through the University's Human Resources website [here](#). The search process will continue until the position is filled with those who apply by **October 22, 2021**, receiving full consideration.

Keeling & Associates, LLC (K&A) is supporting the University of California San Francisco in this search process. Those interested in submitting nominations or in having a confidential discussion before applying should contact K&A Vice President and Senior Consultant Dr. Jan Walbert ([jwalbert@keelingassociates.com](mailto:jwalbert@keelingassociates.com)).



*The University of California San Francisco is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, protected veteran or disabled status, or genetic information.*



