



University of Colorado **Denver**



---

# Director of Student and Community Counseling Center

---

## Position Profile



# The Opportunity

---



The University of Colorado Denver, a leading public, urban, research university, is seeking applications and nominations for the position of Director of the Student and Community Counseling Center (SCCC). This is a role for an experienced and collaborative clinician committed to the CU Denver mission of being a university that works for all and eager to set a vision and direction for a dedicated multidisciplinary team. The SCCC is part of a health and wellness unit focused on developing and promoting student and community wellbeing. As a campus mental health leader, the Director will be an advocate and visionary in thinking about effective systems and measures, embracing equity and inclusion values,

and effectively listening to students and staff. Through innovation and excellent communication, the Director will work closely with campus partners to deliver comprehensive counseling services to CU Denver students and surrounding community members. The most compelling candidates will demonstrate an understanding of emerging mental health needs, a deep commitment to ensuring care is inclusive, and strong administrative, interpersonal, and leadership skills.

## About CU Denver

---

The University of Colorado Denver is the state's premier public urban research university and equity-serving institution. Globally connected and locally invested, CU Denver partners with future-focused learners and communities to design accessible, relevant, transformative educational experiences for every stage of life and career. Across eight schools and colleges in the heart of downtown Denver, our leading faculty inspires and works alongside students to solve complex challenges through boundary-breaking innovation and impactful research and creative work. As part of the state's largest university system, CU Denver is a major contributor to the Colorado economy, with 2,000 employees and annual economic impact of more than \$800 million. For more information, visit [www.ucdenver.edu](http://www.ucdenver.edu).

# Position Overview

---

The SCCC provides intentional, strength-based, culturally responsive mental health services focused on fostering individual engagement, support, and healthy habits for UC Denver students as well as the surrounding community consisting of Denver Public Schools students and their families, and underserved groups and individuals in the community. It serves as a host site for the School of Education Counseling Psychology and Counselor Education Program practicum students, offering live supervision to students in training. Reporting to the Assistant Vice Chancellor of Health, Wellness, Advocacy, and Support, the Director position is an administrative position responsible for the supervision and direction of the University of Colorado Denver Student and Community Counseling Center. The Director will supervise personnel, manage the budget and daily operations of the SCCC, create and implement strategic planning, and collect and analyze data to report to upper administration and review all intake and assign cases.

## Position Responsibilities

- ▶ Develop a strategic plan and set goals for the Student and Community Counseling Center's programs and activities
- ▶ Direct the financial operation of the SCCC, including the preparation and analysis of short term and long-term budget projections, program expenditures, and other financial planning
- ▶ Oversee the leadership, administration, and management of all training and professional development functions of the Counseling Center staff
- ▶ Create, review, and distribute policies and procedures related to the SCCC service operations
- ▶ Oversee the overall delivery of clinical services (i.e., crisis intervention, clinical supervision, short term individual therapy, group therapy, workshops crisis intervention services, psychiatric referrals, psychological testing, and assessment), reviewing all intakes and assigning all cases, outreach, and preventive programs, after hours and weekend on call, and consultation services to meet the mental health needs of the campus
- ▶ Develop, implement, and direct a system to provide intake and ongoing individual and group services to student clients in a timely fashion, including a triage system for daytime emergencies
- ▶ Provide independent oversight and supervision on sensitive and challenging clinical cases, including those with severe psychopathology and mental disorders. In cases where legal considerations and decisions are involved, work closely with clinical providers and when appropriate with administrators and legal counsel

## Position Responsibilities (continued)

- ▶ Provide counsel and assistance to those seeking to address student life concerns/problems including administrators, faculty, staff, parents, and other students
- ▶ Evaluate programs and monitor the standards of clinical services for effectiveness
- ▶ Manage the coordination, recruitment, training, supervision, development and evaluation of professional and administrative support staff
- ▶ Maintain a professional and collaborative working relationship with the School of Education Human Development (SEHD) counseling program clinic coordinator and program faculty
- ▶ Collaborate with SEHD counseling program faculty to provide a high-quality training experience for practicum students and ensure the training program delivers high quality clinical services to all clients in the SCCC
- ▶ Coordinate and oversee all marketing efforts focused on building awareness of the SCCC and related programs
- ▶ Ensure compliance with state, federal, and professional regulations
- ▶ Serve as the Chair of the high-risk case weekly staff review and disposition planning, and as a core member of the University's CARE (Campus Assessment, Response & Evaluation) Team
- ▶ Provide leadership to the University Community by serving on committees, subcommittees, task forces, and needs assessment teams at the departmental, divisional, and University wide levels to address institutional concerns, problems and issues; actively work to improve environment; and/or help plan for the wider needs of the community (i.e., Special Admissions, SCCC Advisory Board, etc.)





# Qualifications

## Minimum Qualifications

- ▶ Earned Degree from an accredited university in a discipline relevant to Counseling, Clinical Social Work, Psychology, and professional experience appropriate for appointment to a clinical leadership role
- ▶ Position requires licensure as a mental health professional (e.g., counselor, social worker, psychologist) in the state of Colorado within 6 months of the start of employment
- ▶ Minimum of 5 years' post licensure clinical experience
- ▶ Clinical supervisory experience
- ▶ Experience providing clinical mental health services to diverse populations
- ▶ Demonstrated commitment to inclusivity and equity-minded practice and leadership
- ▶ Awareness of changing trends in mental health practice, and the ability to apply innovative strategies to meet the needs of a diverse student population



## Preferred Qualifications

- ▶ Licensed Psychologist in the State of Colorado (or eligible for licensure in Colorado)
- ▶ Experience conducting live supervision
- ▶ 6 or more years of post-licensure experience
- ▶ 3 or more years of clinical supervisory experience
- ▶ Experience as an administrator in a counseling center
- ▶ 3 or more years' experience in a college or university counseling center
- ▶ History of successful prevention programming and project management in a mental health setting



# Required Knowledge, Skills and Abilities

- ▶ Knowledge and commitment to ethical and legal basis for counseling
- ▶ Knowledge of basic principles of counseling and psychotherapy, techniques and theories, crisis intervention, family therapy, as well as individual psychotherapy interventions.
- ▶ Knowledge of current professional research and “best practices” related to counseling center operations and retention initiatives
- ▶ Knowledge of administration, scoring, and interpretation of psychological tests
- ▶ Knowledge of basic statistical methods for researching student needs and of issues related to college student development
- ▶ Ability to develop and implement general counseling center policies and procedures
- ▶ Ability to supervise and direct a staff of professional employees



- ▶ Ability to develop and maintain positive peer relationships with staff and other professionals and promote a collaborative working environment
- ▶ Excellent oral and written communication skills
- ▶ Ability to select and interpret tests and inventories used to appraise students
- ▶ Ability to plan methods of marketing various programs and groups presented to students and staff
- ▶ Ability to prepare and maintain departmental budgets
- ▶ Ability to train, supervise, and evaluate graduate assistants and interns
- ▶ Ability to maintain emotional stability under duress
- ▶ Ability to assess, evaluate, and implement crisis intervention services in emergency situations
- ▶ Demonstrated competency with multicultural counseling training

# Application Procedure and Timeline

---

The University of Colorado Denver has partnered with Keeling & Associates, LLC, in this search process. Application materials should include a resume and a letter of interest and must be sent to [recruiting@keelingassociates.com](mailto:recruiting@keelingassociates.com). The subject line of the email should read “CU Denver– Director of Student and Community Counseling Center.” The review of application materials will begin immediately and will continue until the position is filled; we encourage submitting application materials by January 9, 2023, in order to receive full consideration.

Those interested in submitting nominations or in having a confidential discussion before applying should contact K&A Consultant Dr. Shadia Sachedina: [ssachedina@keelingassociates.com](mailto:ssachedina@keelingassociates.com).

# Compensation and Benefit Information

---

Hiring salary range for this position has been established as \$120,000 - \$140,000 and is commensurate with skills and experience. The University of Colorado offers a full benefits package. Information on University benefits programs, including eligibility, is located at <https://www.cu.edu/employee-services>. PLEASE NOTE: Candidates will be responsible for travel expenses related to the interview process and any relocation expenses, if applicable



*University of Colorado Denver is committed to recruiting and supporting a diverse student body, faculty and administrative staff. The university strives to promote a culture of inclusiveness, respect, communication and understanding. We encourage applications from women, ethnic minorities, persons with disabilities and all veterans. The University of Colorado is committed to diversity and equality in education and employment.*

