



University of Colorado Boulder

Director of Counseling and Psychiatric Services



Prepared by **Keeling**  **Associates**
Change for Learning

The Opportunity

The University of Colorado Boulder (CU Boulder) is seeking an experienced, relational, and highly skilled mental health administrator and leader to serve as the next Director of Counseling and Psychiatric Services (CAPS). The Director will provide strategic direction and oversight for all CAPS services—leading, supporting, and motivating a robust team of multidisciplinary providers and trainees in delivering high-quality, culturally competent mental health care to meet the needs of the University’s undergraduate and graduate student population.

Competitive candidates will demonstrate strong management and supervisory experience; well-honed interpersonal and communication skills; an ability to effectively navigate and build partnerships within complex organizations; a commitment to advancing diversity, inclusion, and access; and a proven ability to utilize data, assessment, innovation, and best practices to stay at the forefront of student trends and needs.

CU Boulder has established an annual salary range of \$140K-\$180K plus onboarding assistance, which includes a sign-on bonus. The University offers excellent benefits, including medical, dental, retirement, paid time off, and tuition benefits, among other benefits and perks.



About Counseling and Psychiatric Services



[Counseling and Psychiatric Services \(CAPS\)](#) aims to foster the well-being of students and to help them succeed by providing a full range of services, including individual therapy, group therapy, psychiatric care, consultation, outreach programming, telehealth, embedded services, and more. The CAPS team consists of a group of multicultural, multidisciplinary, and multi-theoretical providers who are committed to affirming diversity and who seek to provide a safe and welcoming environment for all. In addition to

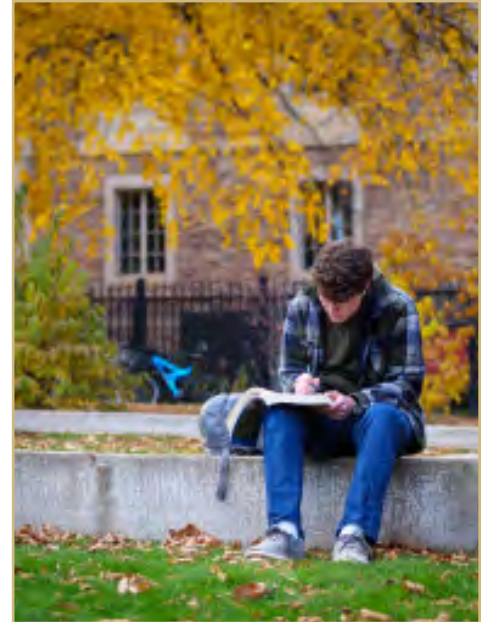
professional staff, trainees at the graduate, doctoral, and post-doctoral level are an integral part of the CAPS team and are included in the daily functions of the department as they prepare to become the next generation of mental health professionals.

CAPS is part of CU Boulder's [Health and Wellness Services](#) division along with Medical Services, Administrative Services, Disability Services, Office of Victim Assistance, WorkWell (faculty and staff health and wellness), Health Promotion, and the Faculty and Staff Assistance Program. Together these services fall under [Strategic Resources and Support](#), with a collective commitment to the success and well-being of the entire campus community.



Job Summary

The Director reports to the Assistant Vice Chancellor (AVC) of Health and Wellness and is responsible for providing leadership, vision, and management of the Counseling and Psychiatric Services Center. The Director oversees and directs all services provided by CAPS and is responsible for ensuring that services meet the needs of students, the Division of Health and Wellness, and the campus at large. The Director provides vision and leadership regarding the provision of mental health services on campus. Collaborating with other departments within health services, as well as campus partners, this position will be tasked with advising on situations and policies having a mental health component. The Director supervises professional staff in the development, implementation, and evaluation of comprehensive behavioral health initiatives that incorporate multicultural diversity, inclusivity, and social justice concepts and principles.



Consistent with the mission, goals, and priorities of the department, division, and University, the Director is responsible for meeting accreditation and federal/state compliance standards and requirements. This position is responsible for selecting, supervising, and evaluating staff psychiatrists, clinical psychologists, social workers, and other counselors who provide clinical, developmental, and/or educational services.

The Director serves as an institutional leader regarding the mental health and well-being of students and collaborates with other CU departments on programs, services, policy development, and crisis response/management. The Director maintains the center as a venue for the training of graduate students and interns in counseling theory and practice.

Working in a team-oriented environment with the Assistant Vice Chancellor and the directors within the Health and Wellness Services team, the Director will create a person-centered environment that promotes creativity and innovation in responding to students' needs, the needs of the broader community, and advocating for health and wellness initiatives at large.

Priorities for the Incoming Director

- As CAPS and the institution navigate ongoing leadership transitions, CU Boulder is seeking an experienced, compassionate, and adaptable clinical and administrative leader for this role – someone who can offer stability and clear guidance while also encouraging innovation and creativity in moving the center forward. Strong listening and communication skills are essential.
- The Director will need to adeptly assess and ensure a healthy and positive work culture, ensure the best use of staff time to meet the demands and needs of students, and provide equitable, clear, and consistent expectations to promote a balanced and fair work environment.
- The Director must be able to collaboratively develop and implement a vision and strategic direction for CAPS and evaluate the service model using assessment, research, industry standards, and best practices to effectively address current and emerging mental health needs of the student population and ensure the provision of high-quality, culturally competent, equitable, and accessible care and services.
- CAPS benefits from a large and dedicated multidisciplinary team of clinicians and trainees. This role presents exciting opportunities to enhance the support, wellbeing, professional development, and contributions of CAPS staff; foster a trusting, communicative, and collaborative work environment; and motivate and align the team around a shared vision and clear set of goals consistent with departmental and institutional mission and priorities.
- To best reach and serve all students, particularly those from historically marginalized and minoritized backgrounds, the Director will need to prioritize and implement effective strategies around the recruitment, retention, and support of diverse and culturally competent mental health care providers. The Director shall also ensure appropriate training and professional development of staff that assesses and meets specific and current needs for growth.
- The Director will play an integral role in developing strong relationships and partnerships not only within CAPS and the broader Health and Wellness team but also with faculty, staff, and other stakeholders across the University in support of a holistic, integrated, preventative approach to mental health and well-being. This leader will be highly adept at navigating and balancing inward- and outward-facing priorities and responsibilities.

Job Duties

Leadership and Administration (60%)

- Provides direction and oversight for all mental health services of the center; provides oversight of staffing, budget planning, and management of resources, quality, and overall clinical and outreach operations.
- Creates an environment within CAPS that leverages the strengths and accomplishments of staff, promotes synergy and teamwork, and empowers experienced professionals with diverse responsibilities.
- Actively strives to foster and maintain a workplace climate that is supportive of employees and respectful of differences and creates a working environment that encourages collaboration and professional development.
- Supports CAPS' mission by advancing diversity, equity, and inclusion to ensure all staff integrate multicultural competence and issues of diversity and social justice in their work.
- Provides vision, direction, and strategic planning for CAPS; stays abreast of legal and regulatory issues and best practice standards for mental health and public health programming.
- Establishes consultative and collaborative relationships with members of the campus community and external communities.
- Serves on various division-, campus-, and university-wide committees and work groups to ensure a more seamless educational experience for students.
- Actively participates in Health and Wellness Division director's meetings and select divisional projects and initiatives.
- Presents innovative and creative ideas to continue to build on the current and future success of the departments within Health and Wellness to be student-focused.
- Advises the AVC on related matters and designs strategies to increase the effectiveness and efficiency of Health and Wellness.
- Responsible for managing all requests for reports, data, compliance, and identifying and drafting communication priorities.
- The CAPS Director will not carry an ongoing caseload but, as needed, will provide backup crisis management support, initial screen coverage, or other clinical care when needed or relevant, and to maintain clinical skills.

Job Duties (Continued)

Planning, Development, and Evaluation (25%)

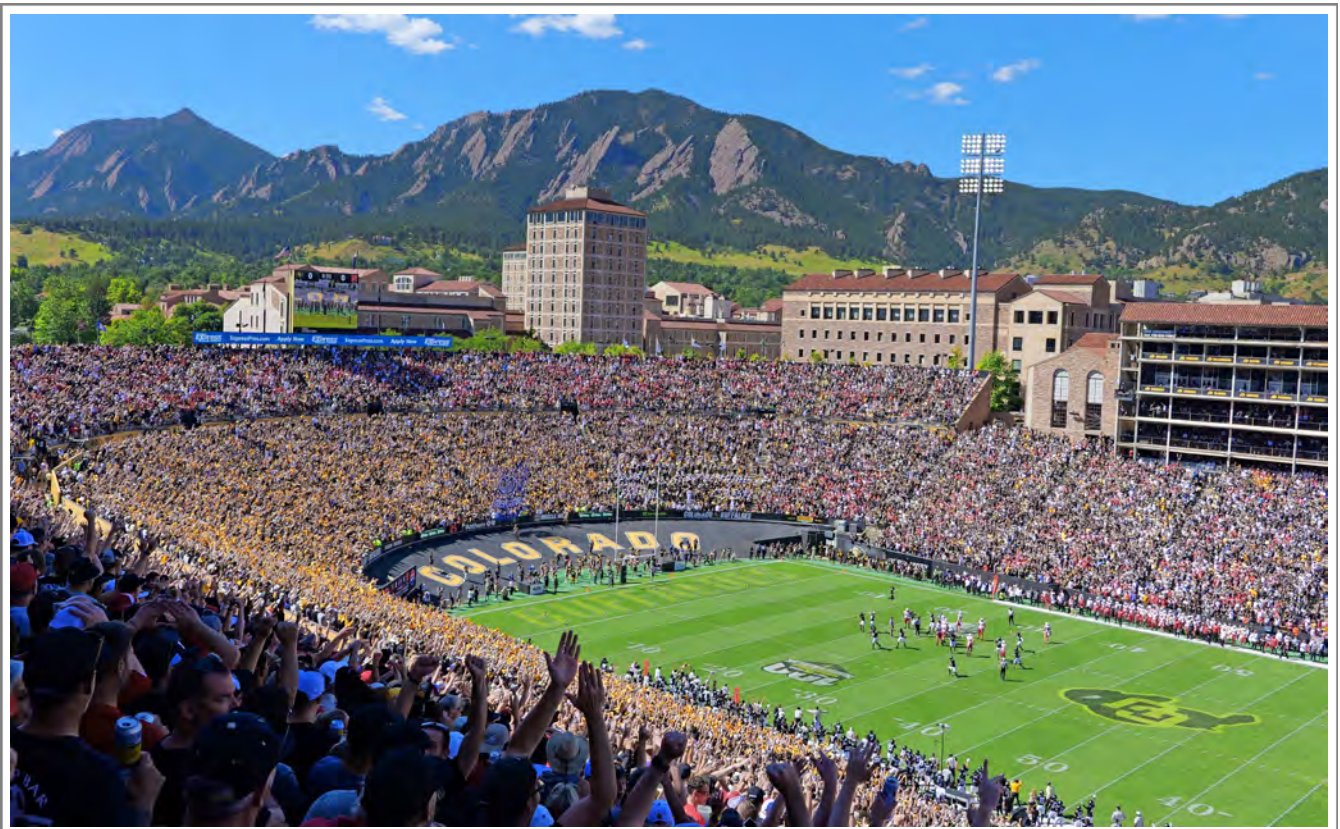
- Continuously assesses, monitors, and improves service offerings in response to the changing needs of students and the University.
- Anticipates challenges and prepares short- and long-term plans for wide-ranging campus priorities related to CAPS.
- Utilizes technology to enhance and expand the delivery of services.
- Responsible for directing student support services assessment and evaluation efforts within Health and Wellness by identifying, collecting, and utilizing appropriate data to enhance services, report student trends, and develop key strategies and effective prevention and intervention programs to meet the needs of current and future students.
- Partners with the Office of Assessment and Planning on assessment initiatives that foster student success, overseeing the assessment data, review and preparation of statistical and annual reports.
- Facilitates divisional, campus-wide, and community partner working groups around goals and outcomes related to student success and retention.
- Develops and implements ongoing programs and services for all students that promote academic, social, and personal growth and success.
- Ensures compliance with all local, State, and Federal laws, codes, and regulations; and systems, campus, and departmental policies and procedures.
- Provides leadership and strategy for unit- and campus-level accreditation activities that relate to Health and Wellness initiatives by sharing data and best practices.



Job Duties (Continued)

Professional Development and Other Duties as Assigned (15%)

- Stays abreast of current literature, ongoing trends, demographic changes, laws, and policies that impact the diverse student body.
- Ensures staff have a professional development plan that incorporates and encourages best practices and new programming models for student learning and development.
- Participates in local, regional, and national research and presentations pertinent to job functionality.
- Attends conferences and professional institutes to stay relevant and build a professional network that enhances the potential for innovation at CU Boulder.
- Participates in research relevant to student development, mental health, and well-being.
- Performs other duties, as assigned.



Qualifications

Minimum

- Master's degree in counseling, social work, psychology, or appropriately related field.
- Current Colorado licensure as a counselor, social worker, psychologist, or similar mental health license, or ability to attain licensure within one year of appointment.
- At least five years of progressively responsible leadership, management, and supervisory experience, preferably within a college counseling center.
- Demonstrated commitment and ability to advance diversity and inclusion, and work with students, faculty, and staff from diverse backgrounds.
- Demonstrated knowledge of student development theory in a mental health context; current psychological/counseling practices and methods; effective strategies for responding to crises and effective mental health promotion strategies.
- Ability and specialized skills to design and utilize appropriate instruments to determine the efficacy of services and measure progress in the attainment of goals and student learning outcomes.
- Ability to lead a diverse staff in the accomplishment of goals; effectively manage within a large complex organization, including motivating and supervising a large staff; and work constructively with faculty and staff to deliver student services and achieve shared goals.
- Demonstrated understanding of budget management, strategic planning, assessment, and strategy development for a department/unit.
- Excellent interpersonal, written and oral communication skills; ability to effectively make presentations before a variety of audiences.
- Evidence of creativity and innovation in the delivery of student mental health programs and services.
- The Director should have a competent understanding of the current challenges facing college/university students and adapt to the evolving post-pandemic landscape.

Preferred

- Five to seven years experience working and leading within a collegiate mental health environment.
- Experience with change management and leadership transitions.

About CU Boulder

Nestled at the foot of the Rocky Mountains, the University of Colorado Boulder is nationally recognized as one of America's leading public research (R1) universities. The University offers a comprehensive array of undergraduate, master's, and doctoral degree programs, including 4,600 academic courses offered across more than 160 fields of study, and is a leader in fields including aerospace engineering, earth and environmental science, physics, and environmental law. CU Boulder is committed to shaping the leaders of the future and boasts five Nobel laureates, five National Medal of Science winners, and 12 MacArthur fellows, among other notable achievements.

The University enrolls over 30,700 undergraduate and 6,400 graduate students. Fifteen percent of undergraduate students are first generation and 27% of the total student population are considered racially or ethnically diverse. Students are engaged in over 550 clubs and organizations, over 10,000 hours of volunteer work per year through the Volunteer Resource Center, and 15 Division 1 athletic teams. For more information, please visit <https://www.colorado.edu/about>.

Living in and around the Boulder Area

With many neighboring towns in Boulder's backyard, and with Denver less than an hour away, opportunities for living and exploring are abundant. Whether you want a bigger city or a smaller town feel, there's a perfect fit for you. Explore the following links to learn more:

- [CU Boulder relocation assistance program](#)
- Short-term housing available through [Hello Landing](#) and [Homewood Suites](#)
- [Boulder Affordable Housing Program](#)
- [Housing Helpers](#) (real estate and relocation services)
- [Living in Boulder](#) (including information on Boulder neighborhoods, affordable rental properties, and an insider's guide compiled by members of the local community)
- [Living in surrounding areas](#)
- [Childcare, schools, recreation, and more](#)
- [Things to do in Boulder](#) (outdoor adventures, dining, festivals, and events)

Employee Benefits and Perks

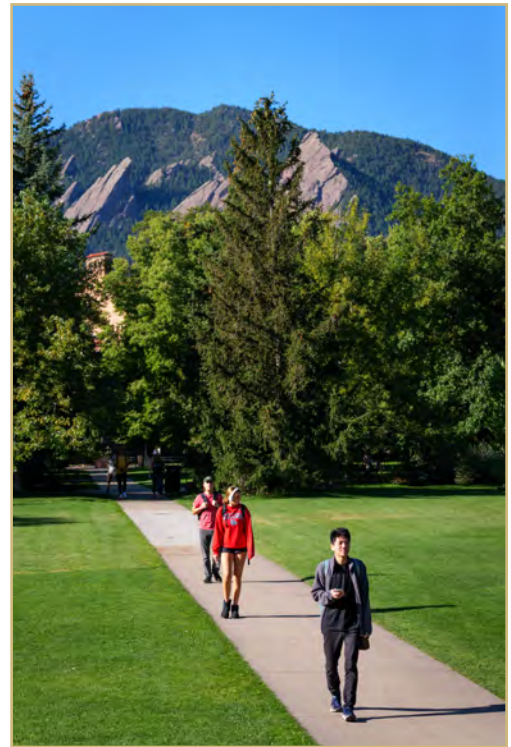
The University offers a wide array of benefits and perks to support employee health, well-being, finances, education, and other needs. Click on the links provided to learn more.

[Benefits](#)

- Medical Plans
- Dental and vision plans
- Paid parental leave
- Life insurance
- Pre-tax savings plans
- Retirement
- Tuition benefits
- Leave benefits
- Faculty and staff assistance program

[Perks](#)

- Child and elder care
- Counseling, support, and wellness
- Discount programs
- Learning and development
- Fitness and nutrition
- Financial
- Transportation



Application Process

CU Boulder has partnered with Keeling & Associates in this search process. Interested applicants should send a cover letter and resume, preferably in PDF format, to recruiting@keelingassociates.com. The subject line of the email should read “CU Boulder— Director, CAPS.” Confidential inquiries and nominations should be addressed to Dr. Mark Patishnock, Senior Consultant, at mpatishnock@keelingassociates.com. Applications will be reviewed immediately, and all materials received by June 20, 2024, will receive full consideration. The process will continue until the position is filled.



The University of Colorado Boulder is committed to building a culturally diverse community of faculty, staff, and students dedicated to contributing to an inclusive campus environment. We are an Equal Opportunity employer, including veterans and individuals with disabilities.