

Director of Counseling and Consultation Services & Chief  
Mental Health Officer - 4138  
Northern Illinois University

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Posted May 7, 2020, expired Sep. 11, 2020

<b>Job Title</b>	Director of Counseling and Consultation Services & Chief Mental Health Officer - 4138
<b>Department</b>	Counseling & Consultation Serv
<b>Institution</b>	Northern Illinois University DeKalb, Illinois
<b>Date Posted</b>	May 7, 2020
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Director/Manager
<b>Academic Field(s)</b>	Administration - General Health Services Student Affairs
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**Job Description**

**Primary Function**

The Chief Mental Health Officer and Director of Counseling and Consultation Services is responsible for the design, implementation, strategic planning, vision, and evaluation of a comprehensive counseling and consultation program for the campus community. The Director represents the department and the mental health needs of students to the NIU community, establishes departmental goals and objectives, supervises and evaluates departmental staff, and has fiscal responsibility for the department.

The Director must be able to exercise excellent judgment and have an ability to analyze complex scenarios when dealing with multifaceted mental health and emergency situations. Counseling and Consultation Services also hosts an APA accredited internship program and maintains full IACS accreditation. The Director reports to the Assistant Dean of Students.

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Duties and Responsibilities (generally)

1. Overall leadership and responsibility for the operation of a comprehensive counseling center with services including but not limited to: psychiatry; crisis intervention; individual and group therapy; consultation; training; educational programming and outreach; coordination of mental health response to campus emergencies; and research in collaboration with external institutions of entities, as time and resources permit.
2. Recruitment, selection, supervision, evaluation and professional development of all departmental staff.
3. Budget development and management per university guidelines and procedures.
4. Implementation of appropriate risk management policy and procedure for departmental activities.
5. Program development, implementation and assessment, in conjunction with periodic documentation of the needs of NIU students.
6. Assume leadership as the chief mental health officer for the campus community.
7. Establishment of collaborative relationships with, and provision of consultations to, university personnel, students, and pertinent others.
8. Participation on departmental, divisional and university committees as assigned.
9. Engagement in the activities of a psychologist, as appropriate.
10. Other duties as assigned.

Minimum Required Qualifications for this position

Doctoral degree in Counseling or Clinical Psychology (PhD or PsyD); completed internship in an APA-approved program; licensed or fully eligible for licensure in IL as a Clinical Psychologist; experience with human resources, budget management and risk management practices; strong experience in professional consultation, crisis intervention and development of collaborative relationships; demonstrated administrative leadership and ability to work in a multicultural environment; excellent written and verbal communication skills; minimum of five years of clinical experience.

Education and Experience Preferred

Doctoral degree in Counseling or Clinical Psychology (PhD or PsyD); minimum of five years of clinical

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List the knowledge, skills, and abilities critical to the performance of this position.

Strong experience in professional consultation, crisis intervention and development of collaborative relationships; demonstrated administrative leadership and ability to work in a multicultural environment; excellent written and verbal communication skills.

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### **Contact**