POSITION ANNOUNCEMENT

TITLE: DIRECTOR OF COUNSELING & DISABILITIES  DEPT:  STUDENT AND UNIVERSITY RELATIONS

REG ☑ TEMP ☐ FULL TIME ☑ PART TIME ☐

STARTING RATE or SALARY RANGE: $55,000
Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

INTERNAL POSTING THROUGH: Concurrent* CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

JOB DUTIES:
Provide direct and emergency counseling to graduate and undergraduate students at New Mexico Tech. Director is responsible for the coordination and implementation of programs for students with disabilities, counseling and substance abuse prevention including working with parents, faculty and academic departments. Accountable for the leadership of various teams/committees on campus. Responsible for overseeing the spending, budget and daily management of the office. Heads campus Behavioral Intervention Team. Heads campus Crisis Response Team under the Emergency Response Team. In charge of death of a student Policy enforcement and developing and conducting a memorial service if desired by family. Supervision of the counseling and Disabilities professional and administrative staff.

REQUIRED QUALIFICATIONS:
Master’s degree required in Social Work, Psychology, Counseling or related fields. 3-5 years counseling experience required. Experience in Short Term Therapy required. Training/experience dealing with students with learning disabilities and familiar with evaluation of diagnostic information and the laws of the ADA(AA) required. Training in severe psychiatric issues (borderline personality disorder, human sexuality, psychotropic medications, emulation, etc.) required. Supervisory experience required. Positive criminal records check required. Experience working on a college campus with faculty desired. Knowledge on the affects of psychotropic medications desired. Experience counseling college students and diverse populations desired. Independently licensed. Professional in Clinical Counseling, LPCC or Licensed Independent Social Work, LISW required.

Apply to: New Mexico Tech, Human Resources 801 Leroy Pl. Brown Hall Box 100, Socorro, NM 87801-4796