Counseling Center  
University of Illinois at Urbana-Champaign  
Position Title: Associate Director of Training

The University of Illinois Counseling Center is seeking applications for the position of Associate Director of Training. The successful candidate will join an energetic, diverse team of nearly 50 staff including 31 clinicians, 4 pre-doctoral interns, master-level social work interns, 7 counseling center professional staff, and 7 administrative staff as well as a team of undergraduate paraprofessionals and master’s level practicum counselors. The University of Illinois Counseling Center's mission is to provide culturally competent services to a diverse clientele presenting with a wide range of psychological, educational, social, and developmental concerns. The Counseling Center is also an APA approved pre-doctoral internship site.

The University of Illinois is located in the twin cities of Champaign and Urbana in central Illinois. The campus is situated between the three major metropolitan areas of Chicago, Indianapolis, and St. Louis and is considered one of the top comprehensive research public universities in the nation. Our staff works on campus with an academically talented and ethnically diverse student population, including 18 percent international students, 16 percent Asian students, 11 percent Latino/a students, and 6 percent African American students, for a total enrollment of over 52,300 students. The University of Illinois is a traditional residential campus with nearly 20 percent of the students living in campus housing.

University of Illinois Counseling Center employees enjoy a high quality of life with excellent compensation; competitive health, dental, retirement, and vision benefits; and education assistance programs. Individuals with diverse backgrounds, experience and ideas who embrace and value diversity and inclusivity are encouraged to apply.

Primary Job Functions
The Associate Director of Training reports to the Director and has a senior level administrative role along with two other Associate Directors (Director of Clinical Services and Director of Outreach and Prevention Services) within the Counseling Center. This position is multifaceted in scope and function and is designed to assist the Director with the overall management of the Counseling Center’s training services. In addition, this individual will assist the Director in providing vision and multicultural competent leadership in the development, marketing, implementation, evaluation and assessment of professional services designed to support undergraduate and graduate students in their academic, personal, and social development.

The Associate Director will have demonstrated expertise and knowledge in the provision of training guided by best practice guidelines for diverse populations of students in a culturally competent manner. Additionally, the successful candidate will also have experience and knowledge in one or more administrative areas consistent with Counseling Center services including: general administration, therapeutic services, outreach and prevention, or educational programming.

The successful candidate will serve as a clinician and senior administrator who will assist in our ongoing effort to build a culturally competent staff capable of serving the needs of a large, diverse student body. Flexibility, creativity and resourcefulness will be necessary characteristics in managing the multiple roles as an administrator, supervisor, clinician and consultant to the campus community. We are searching for an individual who displays both a multiculturally competent, thoughtful, self-reflective and collaborative management style and strong ethical decision-making skills.
Specific Administrative duties and responsibilities for the Associate Director may include, but are not limited to:

1. Provides leadership in the maintenance and development of policy and procedures related to innovative and efficacious training services; provides administrative oversight for all training services, monitors for adherence to American Psychological Association accreditation standards, and develops and adjusts training schedules as needed.
2. Provides administrative supervision of staff.
3. Provides oversight of training assessment and evaluation data collection and analysis.
4. Assists Counseling Center personnel in developing intervention strategies appropriate for multiple levels of training.
5. Networks and consults with University departments including the Office of the Dean of Students, Academic Departments, McKinley Health Center, and other Student Affairs units, as well as student communities and groups.
6. Assists the Director with assessing service delivery in the many facets of Counseling Center services.
7. Serves as a member of the Counseling Center Administrative Team and participates in activities affecting the functioning of the Center.
8. Other duties as assigned.

Specific clinical duties and responsibilities may include, but are not limited to:

1. Provides direct clinical services, such as assessment and time-limited counseling and psychotherapy for individuals, group and/or couples.
2. Provides supervision and training activities for pre-doctoral interns, trainees, and paraprofessionals.
3. Participates in psychological emergency and trauma response.
4. Assists in outreach and consultation services to students, faculty and staff.
5. Participates in various Student Affairs activities and committees.
6. Other duties as assigned.

**Education**

Doctorate in Clinical, Clinical/Community, Counseling Psychology, or related field is required.

**Licensure**

Must be licensed as a Clinical Psychologist in Illinois or be license transfer eligible from out of state. Must have been licensed for at least 3 years.

**Experience**

- Minimum of five years post-internship professional experience is required
- Demonstrated evidence of increasing supervisory responsibilities with a minimum of 2 years staff and clinical supervisory experience is required.
- Demonstrated evidence of increasing administrative responsibilities over time with a minimum of 3 years administrative experience is required.
- Demonstrated ability to conduct clinical interviews, including clinical assessment, case conceptualization and treatment plan formulation, for students with a broad spectrum of
psychological problems, ranging from adjustment issues to major psychiatric disorders is required.

- Demonstrated commitment to social justice education, affirmative action and diversity, and ability to foster positive interactive relationships with a diverse population is required.
- Demonstrated knowledge of development and psychological issues of a college-aged population is required.
- Previous clinical experience via telehealth is preferred.
- Previous experience in a college counseling center is preferred.

**Starting Date**
June 16th, 2021 or mutually acceptable date.

**Appointment Terms**
12 months with 24 vacation days; full time regular position.

**Salary**
Salary is competitive and commensurate with experience.

To apply, please create your candidate profile through [http://jobs.illinois.edu](http://jobs.illinois.edu) and upload your cover letter, vita, and contact information for three references. For full consideration, please apply by February 17, 2021. Interviews and inquiries may take place prior to the closing date; however, no hiring decisions will be made until after that date; applications will continue to be accepted until the position is filled. Interviews may be conducted before the deadline. Applicants are strongly encouraged to submit three current letters of recommendation to:

Mary Barker, HR Associate – mdietz@illinois.edu

Additionally, this position is a security sensitive position. The University of Illinois conducts criminal background checks on all job candidates upon acceptance of a contingent offer.

The University of Illinois System requires candidates selected for hire to disclose any documented finding of sexual misconduct or sexual harassment and to authorize inquiries to current and former employers regarding findings of sexual misconduct or sexual harassment. For more information, visit “Policy on Consideration of Sexual Misconduct in Prior Employment,”

*The University of Illinois is an Equal Opportunity, Affirmative Action employer. Minorities, women, veterans and individuals with disabilities are encouraged to apply. For more information, visit [http://go.illinois.edu/EEO](http://go.illinois.edu/EEO). To learn more about the University’s commitment to diversity, please visit [http://www.inclusiveillinois.illinois.edu](http://www.inclusiveillinois.illinois.edu)*