**Senior Director, Counseling & Mental Health Care Standard Job Description**

**Classification Title:** Senior Director, Counseling & Mental Health Care

**FLSA Exemption Status:**Exempt

**Pay Grade:** Commensurate

**Job Description Summary:**

The Senior Director, Counseling & Mental Health Care position has responsibility for all student mental health programs and services, including multi-track counseling, consultation, outreach, and working in an integrated health care model that includes behavioral health. Provides direct leadership for the Counseling and Psychological Services Center along with programmatic oversight for administration, budgets, services and quality care. The Sr. Director oversees a growing and dynamic counseling and mental health services staff and clinical trainees.

**Essential Duties and Responsibilities:**

**40% Leadership and Strategic Planning**

* Leads collaboratively and motivates others to engage in strategic planning, evidence-based and outcomes-driven mental health care in an integrated health setting.
* Establishes a highly collaborative, respectful, team-based, and quality-driven counseling and mental health service setting for college students and the broader community.
* Responsive to the leadership needs of students, staff, and the community.

**20% Compliance and Risk Management**

* Provides oversight of compliance, risk management, quality assurance, budget, policy, rules, operations, and accreditation.
* Maintains standards to ensure effective and ethical practice within mental health services.

**10% Staff Development and Supervision**

* Motivates and supervises staff while setting performance expectations.
* Supports career progression of staff through guidance and mentorship.

**10% Mental Health Services Provision**

* Serves as a mental health professional in the provision of counseling, consultation, group, outreach, and crisis management services.
* Engages in responsive crisis management and intervention strategies.

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above.

**Qualifications:**

**Required Education:**

* Master’s degree in Counseling and Guidance, Social Work, Counseling Psychology, Clinical Psychology, or other specialty areas related to the job function.

**Required Experience:**

* Seven years of related experience.

**Required Licenses and Certifications:**

* None

**Required Knowledge, Skills, and Abilities:**

* Ability to multitask and work cooperatively with others.

**Additional Information:**

**Machines and Equipment:**

* Computer
* Telephone
* Calculator

**Physical Requirements:**

* None

**Other Requirements and Factors:**

* This position is security sensitive
* This position requires compliance with state and federal laws/codes and Texas A&M University System/TAMU policies, regulations, rules and procedures
* All tasks and job responsibilities must be performed safely without injury to self or others in compliance with System and University safety requirements

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

[ ]  **Yes**

[x]  **No**

**Does this classification have the ability to work from an alternative work location?**

[ ]  **Yes**

[x]  **No**