



## POSITION DESCRIPTION

### Mental Health and Wellness Counselor

**DEPARTMENT:** Wellness and Community Health (WACH) Institute

**CLASSIFICATION:** Exempt-Full Time; Grant Funded (Grant ends 6/2026)

**SHIFT:** Monday-Friday, 8:30 am-4:30 pm, Additional hours as requested and/or needed

**SALARY:** \$50,000 ANNUALLY

**FUNCTION:** The Mental Health and Wellness Counselor will report to the WACH Director. The position will be responsible for providing essential culturally competent and evidence-based counseling services to students at Clinton College. This position aims to promote mental wellness, emotional resilience, and personal development, particularly addressing the unique stressors and challenges faced by college students. The counselor will provide individual, group, and crisis intervention counseling, with a strong focus on preventive mental health education, advocacy, and outreach programs.

**REPORTS TO:** WACH Director

#### **MAJOR DUTIES/RESPONSIBILITIES (may include but are not limited to):**

- **Individual Counseling:** Provide short-term, confidential individual counseling services to students facing mental health concerns, including stress, anxiety, depression, trauma, relationship issues, and identity-related challenges.
- **Group Counseling:** Design and facilitate group counseling sessions on topics such as coping skills, self-esteem, racial identity development, social justice, and grief counseling.
- **Crisis Intervention:** Offer immediate support to students experiencing emotional crises or mental health emergencies, including risk assessment and referrals to appropriate services.
- **Outreach & Education:** Develop and implement mental health awareness programs, workshops, and seminars to address wellness, stress management, and self-care, especially targeting underserved and minority students.
- **Culturally Competent Counseling:** Understand and address the unique mental health needs of students in the HBCU community, particularly as they relate to race, culture, and systemic inequalities.
- **Advocacy:** Advocate for students by collaborating with other campus services (health, academic, career, housing) to provide an integrated approach to their well-being.
- **Case Management & Referrals:** Maintain a network of off-campus mental health professionals for specialized or long-term care. Assist students in navigating referrals for psychiatric services or higher levels of care when necessary.
- **Collaboration:** Work closely with faculty, student organizations, and campus leaders to identify mental health trends and provide supportive interventions. Collaborate with other college staff to create an inclusive environment that supports students' mental, emotional, and academic success.

- **Record Keeping:** Maintain accurate, confidential records of counseling services, progress notes, and treatment plans in compliance with legal and ethical standards.
- **Professional Development:** Stay current with best practices in mental health counseling, particularly as it pertains to diversity, equity, and inclusion. Participate in ongoing training and education relevant to the unique challenges faced by HBCU students.

#### **QUALIFICATION/EXPERIENCE:**

- **Education:** Master's degree in counseling, Psychology, Social Work, or a related field required. Licensed Professional Counselor (LPC), Licensed Clinical Social Worker (LCSW), or equivalent licensure in the state required or ability to achieve within one year of working.
- **Experience:** At least 2 years of experience providing mental health counseling in a higher education setting preferred. Experience working with African American or minority students is highly desirable.
- Strong knowledge of multicultural counseling approaches, particularly focused on issues faced by African American students and communities of color.
- Ability to engage in difficult conversations around race, identity, and social justice.
- Excellent crisis management skills.
- Ability to design and implement mental health awareness campaigns and workshops.
- Strong interpersonal communication and collaboration skills.
- Experience with mental health peer support preferred.

#### **Additional Information:**

Employment at Clinton College is contingent upon a background check that is satisfactory to the College. Failure to provide written authorization for a background check will nullify the offer of employment.

#### **Application Instructions:**

**Applications should include a cover letter and resume and must be sent**, preferably in PDF format, to [humanresources@clintoncollege.edu](mailto:humanresources@clintoncollege.edu). The subject line of the email should read "Mental Health and Wellness Counselor." The process will continue until the position is filled.

*Clinton College provides equal access to employment opportunities for all applicants, regardless of race, color, creed, religion, national origin, gender, sexual orientation, gender identity, gender expression, genetic information, marital status, age, disability, or veteran status in compliance with all applicable laws, regulations, and policies.*