



**Director Of Counseling and Support Services**

**DEPARTMENT:** Student Success

**FLSA STATUS:** Exempt

**JOB TYPE:** Full Time

**SHIFT:** 8:30am-4:30pm, Monday-Friday

**SALARY:** \$55,000

**FUNCTION:** Serve as the on-campus psychological counselor for the entire student population. Performs appropriate counseling to students experiencing social, emotional and/or vocational intricacies.

**REPORTS TO:** Vice President for Student Success/Dean of Students

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

- Provide necessary psychological counseling to all students relative to any social, emotional, or personal problems.
- Be accessible to address students mental health emergencies which may occur after regular work-hours.
- Develop and implement programs/workshops conducive to the emotional/psychological needs of student population.
- Consult with faculty/staff regarding student psychological needs.
- Assist in creating ways to improve student life to further support the emotional and psychological growth of student population.
- Assist campus faculty/staff with testing and/or surveys as needed.
- Develop relationships and partnerships in the “counseling community” of the city of Rock Hill.
- Serve as a liaison between students/clients and community resources as needed.
- Advise Vice President of Student Success on fiscal budget needs for the counseling center.
- Maintain up to date files on all student clients and maintain confidentiality of all counseling.
- Serve as a liaison between students and staff to interpret needs, requests, and concerns of the student population.

**QUALIFICATION/EXPERIENCE:**

- Demonstrate excellent/strong organizational and communication (both oral and written) skills
- Strong interpersonal skills with students
- Ability to provide feedback, support, and encouragement to students.
- South Carolina Counseling licensure obtained or qualified to obtain licensure during initial year of employment
- Ability to establish and maintain effective working relationships
- Ability to maintain restraint and keep calm when faced with irate/angry individuals or tense situations.
- Possess a master’s degree

**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. Candidate must be fully vaccinated and boosted.

**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 "Director of Counseling and Support Services." 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.*