



# Amherst College

## Office of Human Resources

### JOB DESCRIPTION

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Title: Staff Counselor — Racial Trauma Specialist

Department: Counseling Center Reports to title: Director of Counseling Center

Full Time: X Part Time: \_\_\_\_\_ Date Prepared: 07/14/20

Job Group & Level: PT-5 Regular Daily Work Schedule: 8:00 to 5:00

Pay Type: Weekly \_\_\_\_\_ Monthly X Months Per Year: 12 Hours Per Week: 40

(Summer Months) Months Per Year: \_\_\_\_\_ Hours Per Week: \_\_\_\_\_

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#### 1. Summary of Position:

The Staff Counselor-Racial Trauma Specialist is a 12-month full-time position that reports to the Director of the Counseling Center. The primary purpose of this position is to enhance success for students of color by providing clinical and educational services to help students address the mental health and developmental challenges they face in their personal and academic lives. Because of the Counseling Center's deep commitment to diversity, equity, and inclusion, this position provides a unique opportunity for the clinician to hone multicultural clinical skills and outreach skills related to social justice. Responsibilities will include conducting evidenced-based, culturally responsive intakes and clinical assessments, individual and group counseling, urgent care, on-call services 2-3 weeks/semester, and coordinating care with our psychiatric staff and case manager. This staff member will need excellent clinical skills as a generalist, as well as a specialty skill in working with adolescents and young adults of color, including the typical mental illnesses that emerge in this timeframe (e.g. bipolar disorder, psychotic disorders, personality disorders, and other major mental illnesses) and the developmental concerns our student body typically experiences (e.g. identity, relationships, and meaning and purpose). Additionally, this position will have expertise in working with individual who have experienced racial-based trauma, and will have skills in providing trauma-informed clinical care. Certification in EMDR, progressive counting, or other trauma treatment is desirable. In addition to clinical services, this position also provides preventative and educational outreach initiatives. This position will specifically work to engage marginalized communities and communities that typically under-utilize mental health care, with an emphasis on working with Black women. This requires building coalitions with our program directors for Mental Health Promotion, Health Education, and identity-based Resource Centers, as well as working collaboratively with a number of other departments across campus. We value wrap-around care, and candidates must be comfortable working across disciplines.

The Counseling Center provides a variety of services including individual and group counseling, psychiatry services, case management, mental health promotion and preventative services, consultation, and teaching. These services are designed to help students overcome mental illnesses or learn how to cope effectively with them, improve their academic performance and cognitive functioning, develop a deeper understanding of themselves and

the intersections of their identities, create and maintain satisfying relationships, foster a sense of meaning and purpose, and make healthy life and career choices related to that.

The Staff Counselor-Racial Trauma Specialist, along with all the Counseling Center staff, works toward building and sustaining a center that meets the needs of both individual students and the College community as a whole. We recognize that all of our practitioners bring different gifts and try to assign work from a strengths-based perspective, thus allowing people to grow professionally in ways that best fit their talents and skills. Strong commitments to (1) holistic approaches to student development, (2) understanding current issues facing students of color in historically white institutions (2) interdisciplinary treatment models, (3) the development of on-going, personal and professional multicultural competence, (4) collaboration across the College community and (5) a strong work ethic are necessary to succeed in the position. The Counseling Center operates within a developmental philosophy and a brief therapy model, and candidates must demonstrate an ability to work with a diverse student body within these two frames. Amherst College is a highly selective, small liberal arts college with a very diverse body — 45% of our students are students of color from the US; 10% are international; 40% come from low-income families; 18% identify as LGBTQ+; and 25% have registered disabilities with 2/3's being mental health or learning disabilities. Consequently, this clinician must be able to provide culturally appropriate clinical interventions related to racial trauma and systemic forms of oppression that students face both historically and currently.

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## 2. Principal Duties and Responsibilities:

### 60% Counseling

Provide culturally appropriate individual, group, and couples counseling/psychotherapy to students including assessment, diagnosis, and brief treatment; provide urgent care and crisis intervention; maintain up-to-date files, written reports and job-related data commensurate with current standards of the profession. Must be trained in trauma-informed practices to serve our racially diverse student body. Will provide on-call services about two weeks per semester.

### 15% Mental Health Promotion

Design and implement mental health promotion activities, including workshops, outreach programs, and liaison relationships designed to foster student success. Place special emphasis in working with communities of color and Black women. Collaborate closely with Mental Health Promotion, Health Education, and Resource Centers, and other related departments.

### 5% Consultation

Consult with members of the Amherst community — including faculty, administration, staff, parents and students — regarding mental health needs of students. Consult with on-and off-campus health care providers, including Student Health Services, hospitals, community mental health agencies, and private practitioners, Office of Student Affairs' case management, etc. to help coordinate care.

### 5% Training/Supervision

Provide training and supervision for Post-Doctoral Fellows, Pre-doctoral interns, and/or Practicum Students by co-leading psychotherapy groups, teaching seminars, providing rotation training in area of interest and/or providing individual clinical supervision.

### 10% Administrative

Attend and participate in regular on-call rotations (about 2-3 weeks per semester) and case conferences; maintain and promote the highest ethical and professional standards commensurate with training and licensure; pursue

professional development in service of the responsibilities of the position and the profession.

5% Performs other duties/functions as requested.

All employees are expected to participate in the College's efforts to create a respectful, inclusive, and welcoming work environment.

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### 3. Internal-External Interaction/Communication:

The success of the position hinges on excellent communication skills both inside the Counseling Center and with our external partners across the campus and beyond. The expectation for this position is to be able to function well in a cohesive, team model and to work collaboratively.

Additionally, because of the nature of counseling, the person in this position must have exceptional interpersonal and relationship skills, and be able to work in culturally sensitive ways with a very diverse set of colleagues and students.

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### 4. Education: (include certifications and licenses)

#### **Required:**

- Earned doctorate in Counseling Psychology or Clinical Psychology or related field from an APA-accredited program and internship OR Masters in Social Work, Counseling or related field from an accredited program is required.
- Currently licensed, or eligible for licensure in the state of MA as a Psychologist within 18 months of employment, OR as a LICSW, LMHC, LMFT, or related license in the state of MA within 6 months of employment

#### **Preferred:**

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### 5. Experience: (List specific skills necessary to perform this job)

#### **Required:**

- Minimum of 3 years of post-degree professional counseling experience
- Able to work in a brief treatment model in a fast-paced environment
- Demonstrated ability to work collaboratively
- Demonstrated ability to work well with a diverse student body in culturally competent ways using trauma-informed practices
- A demonstrated commitment to promoting and enhancing diversity
- Demonstrated commitment to and experience with community development and/or mental health promotion
- Outstanding communication, collaboration, interpersonal and relationship skills

- Strong organizational and time-management skills
- Occasional work on weekends and evenings

**Preferred:**

- Work experience in college or university settings and/or in community mental health
- Group therapy experience with women of color
- Training in EMDR, Progressive Counting, or other type of psychotherapy specifically designed to treat traumatic memories

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6. Environmental and Physical Demands: (Please describe the work environment and unusual physical demands, i.e. lifting requirements.)

Carry, lift, push and pull up to 10 lbs.; repetitive motions including fingers, wrists and hands; visual – normal concentration

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7. Decision Making:

This position requires high levels of independent thinking and critical decision-making skills. The person in this position will constantly make crucial clinical judgments for both their own clients and those of other clinicians when they are on-call or serving students in crisis. The work environment is fast-paced, and although consultation is always available, we expect the person in this position to be able to make routine clinical decisions quickly, effectively, and autonomously. All clinical decisions need to be in keeping with both Massachusetts's law and the ethical principles that guide the discipline under which the employee's license is held (e.g. APA Ethical Principles, the NASW Code of Ethics, etc.)

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8. Supervision Exercised/Received:

**Supervision Exercised:**

This position may supervise Post-Doctoral Fellows, Pre-Doctoral interns, and/or Practicum Students.

**Supervision Received:**

If the person in this position is not licensed in Massachusetts at the time of hire, the Counseling Center will provide clinical supervision for up to 18 months for individuals seeking licensure as a psychologist and up to 6 months for those seeking LICSW licensure.

All staff receives regular individual administrative supervision from the Director, and participates in case conference in which they receive clinical supervision from their peers.

Supervisory Responsibility: Yes \_\_\_\_\_ No X\_\_\_\_\_

Number of Employees Supervised: 0\_\_\_\_\_

