



## Associate Director, Embedded Counselling

**Application Link:** [https://ubc.wd10.myworkdayjobs.com/ubcstaffjobs/job/UBC-Vancouver-Campus/Associate-Director--Embedded-Counselling\\_JR1660](https://ubc.wd10.myworkdayjobs.com/ubcstaffjobs/job/UBC-Vancouver-Campus/Associate-Director--Embedded-Counselling_JR1660)

UBC Vancouver Campus  
Staff - Non Union

### Department

Team A | Counselling Services | Student  
Health and Wellbeing | VP Students

### Job Category

M&P - AAPS

### Compensation Range

\$7,777.83 - \$12,152.75 CAD Monthly

### Job Profile

AAPS Salaried - Counsellors/Psychologists,  
Level D

### Posting End Date

June 3, 2021

### Job Title

Associate Director, Embedded Counselling

**Note:** Applications will be accepted until  
11:59 PM on the day prior to the Posting  
End Date above.

### Job Summary

The Associate Director, Embedded Counselling, provides leadership to embedded counselling programs with an emphasis on strategic oversight of the design and implementation of all aspects of embedded counselling programs. As a member of the clinical staff of Counselling Services, the Associate Director, Embedded Counselling provides a comprehensive range of counselling services for UBC students.

### Organizational Status

Reports to the Director, Counselling Services, Health and Wellbeing. Provides leadership, guidance and support to a team of clinical staff comprised of embedded psychologists and counsellors. Works collaboratively as a member of a team of professionals, actively participating in and contributing to the development and delivery of effective and efficient embedded and central counselling services. Works in collaboration with Health and Wellbeing units, Faculties and other University departments to support the development and delivery of mental wellbeing programming and services.

## Work Performed

- Provides strategic direction and oversight of embedded counselling services based on best practices in the field and ongoing tracking of student utilization and outcomes data as well as student satisfaction data to optimize timely access and quality care across all aspects of service delivery including incoming and outgoing referral processes, scheduling and resource utilization, client flow, assessment, stepped care, group and individual counselling.
- Leads the development of a community of practice of embedded counsellors to facilitate ongoing improvement of embedded counselling services and to support the embedded counsellor team.
- Provides leadership in outcome assessment efforts and quality assurance, including interpretation and analysis of service utilization, outcome, and client satisfaction data to evaluate the effectiveness of embedded counselling services.
- Collaborates with Associate Director Clinical Services, Counselling Services to develop and maintain embedded counselling policies and procedures that are tailored to the needs of embedded counselling sites as well as aligned with Counselling Services, to ensure optimal access and adherence to the highest clinical standards, applicable legislation, local health and safety laws and regulations, student affairs risk management policies, and professional codes of ethics.
- Responds to clinical service issues as they arise including management of crises and other urgent requests for service in embedded programs. Uses knowledge, data and judgment to adjust service delivery processes and levels to meet demands.
- Collaborates with embedded program faculty and staff, student leaders, staff from Health and Wellbeing units, Sexual Violence Prevention and Response Office, Managers of Student Support Services and other student services to support the development of quality well-being programming in embedded sites.
- Maintains liaison relationships with university organizations, local mental health care resources, professional organizations and other post-secondary institutions to support effective embedded program development and delivery to a diverse student body and commitment to equity-deserving student populations
- Represents embedded counselling services at on-campus events and off-campus meetings of professional organizations.
- Maintains a clinical caseload which may include the following: crisis assessment and response, individual and group psychotherapy, clinical consultation, outreach programming, and clinical supervision of pre and post-doctoral interns.
- Participates in training and professional development for faculty and staff regarding embedded counselling services as well as how to respond to and refer students needing support.
- Provides consultation services for embedded program faculty and staff regarding specific student concerns as well as the impact of policies, processes and programs on student wellbeing.

- Chairs regular embedded counsellor meetings and participates in case management and administrative meetings as a member of the Counselling Services team of professionals.
- Provides quarterly reports on embedded programs as well as publications and other documents as required.
- Manages the recruitment, hiring, and onboarding (training) of embedded counsellors.
- Performs other duties consistent with the mandate of Counselling Services and embedded counselling services as requested.

### **Consequence of Error/Judgement**

Poor professional judgment or unethical practice would be extremely detrimental to student wellbeing and in some cases could be life threatening. It would also have a significant negative impact on public relations for embedded counselling programs, Counselling Services, and the University and in some cases result in legal liability for the University.

### **Supervision Received**

Must be able to act with a high degree of autonomy and independence in the leadership and oversight of embedded counselling services while adhering to the ethical standards of the profession. Acts independently within established clinical and ethical guidelines. Reports to the Director, Counselling Services and works within a model of collegial consultation and collaboration, under the direction of the Director of Counselling Services.

### **Supervision Given**

Recruits, hires, mentors, and supervises, a team of embedded clinical staff comprised of psychologists and counsellors. Sets performance goals in collaboration with clinical staff reports and plans and approves professional development to support goals attainment, monitors progress and conducts annual staff evaluations to ensure annual benchmarks and performance goals are reached. Addresses performance concerns when required. Also provides clinical supervision and performance evaluation of assigned pre-doctoral interns and post-doctoral fellows.

### **Minimum Qualifications**

Ph.D. in Counselling Psychology or a related field. Eligible for certification as a Registered Psychologist in British Columbia. Minimum of nine years of related experience in clinical counselling with at least three years of management experience.

### **Preferred Qualifications**

- Supervised doctoral internship completed.
- An expressed commitment and experience with equity-deserving student populations. Proven sensibility and appreciation of the role that gender, race, disability, gender identity, sexuality, social background play in the experience of health and wellbeing.

- Commitment to serving the needs of a broadly diverse student population; Demonstrated ability to provide services that are responsive and sensitive to the needs of specific student populations including aboriginal students, international students, and graduate students.
- Eligible for registration as a psychologist in British Columbia.
- University or college counselling experience preferred.
- Experience in coordination of services in clinical setting.
- Strong interpersonal, supervisory, organizational, leadership, management, public speaking, and communication skills.
- Training and experience in clinical supervision.
- Demonstrated knowledge of student development theory and experience in program development, consultation and outreach.
- Possession of personal attributes that facilitate teamwork and the development of effective working relationships with a wide range of students, faculty, and staff.
- Appropriate course-work and training in mental health assessment, individual and group counselling; trauma informed care, program evaluation, adolescent and adult development; learning theory; career development, cross-cultural counselling competencies and diversity, personality theory and diagnosis and treatment of psychopathology.
- Knowledge of the unique issues facing university students and university life.
- Expertise and experience in treatment of a wide range of concerns that post-secondary students may experience including stress, depression, anxiety, relationship difficulties, substance abuse, eating/body image issues, career/life planning, transition issues, trauma and sexual violence.
- Bi-lingual or multi-lingual an asset.

## About Us

The University of British Columbia is a global centre for research and teaching, consistently ranked among the top 20 public universities globally. A large part of what makes us unique is the community of engaged students, faculty, and staff who are collectively committed to shaping a better world.

Recognized as a leading employer in British Columbia and Canada, UBC supports inspired students, faculty and staff on their journey of discovery, and challenges them to realize their greatest potential. New ideas, changing infrastructure, innovative technology, and fresh approaches are opening up possibilities for the future of research, teaching, and work. Are you ready to embrace the future together?

Equity and diversity are essential to academic excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage

applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or status as a First Nation, Metis, Inuit, or Indigenous person.

All qualified candidates are encouraged to apply; however Canadians and permanent residents will be given priority.

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