Bemidji State University and Northwest Technical College
invite applications for the position of:

**Counselor**

**MAPE POSTING**

**CLASSIFICATION:** Psychologist 2 (00462160)

**OPENING DATE:** December 2, 2019

**CLOSING DATE:** Tuesday, December 10, 2019 at 11:59 p.m.

**POSITION LOCATION:** Student Center for Health & Counseling – Bemidji State University

**SHIFT & SCHEDULE:** Exempt; Seasonal Part-time; Academic Year (August – May); Off during Spring break

**POSITION PURPOSE:**
This position provides professional counseling services to students at Bemidji State University and Northwest Technical College. This includes, but is not limited to, individual and group therapy, crisis intervention, case consultation, assessments and assistance for other direct care staff.

Successful completion of Psychotherapist Checks Under M.S. Chapter 604.20 required prior to hire.

**PRINCIPLE RESPONSIBILITIES AND RESULTS**

1. To provide therapy/counseling services to meet specific client needs. The tasks include review of therapy requests, providing individual and group therapy, educational and skills group, selecting appropriate treatment and documentation in the EMR. Ongoing assessment of case information and development of alternative treatments as required. Therapy will be based on written care plan goals and selected treatment will conform to professional standards. Progress notes on the client’s response to therapy will be documented after each visit. A written outcome will be completed when therapy is finished or discontinued for any reason.
   **Priority: Essential**
   **Percent of time:** 75%

2. Initiate and review assessments to determine mental, emotional and behavioral status of clients so that information is available for treatment. Make appropriate recommendations to clinical staff. Appropriate assessment procedures will be selected to obtain information needed to develop a treatment plan. Assessments will be completed in a timely manner. All information gathered will be used by authorized staff only and all required aspects of confidentiality and privacy shall be maintained.
   **Priority: Essential**
   **Percent of time:** 15%

3. Provide formal and informal in-service education for professional staff and the university community. Design and present seminars/workshops/trainings dealing with specific subject matter, as required. Conduct informal education/group discussions dealing with specific topics.
   **Priority: Secondary**
   **Percent of time:** 10%

4. The following responsibilities do not lend themselves to any percent of time breakdown. These are behavioral responsibilities that all staff are expected to exhibit 100% of the time and are not added to the total percent of time for other responsibilities. Must be sensitive in dealing with all clients, faculty, staff, students, and others so that all are treated in a respectful, professional and humane manner. Be respectful of and sensitive to the rights, responsibilities and duties of others; and be respectful of the human rights of all racial, ethnic and religious groups
including, but not limited to, protected groups as defined by state statute. Maintain professional level of conduct and interaction with staff so that staff dissension is minimized. Maintain control and composure during difficult and stressful situations to instill a calming effect on others. Maintain a professional distance in relationships with students and their families.

**Priority: Essential**  **Percent of time: 100%**

**MINIMUM QUALIFICATIONS:** (To facilitate proper crediting, please ensure that your application and/or resume clearly demonstrate fulfillment of the following minimum qualifications.)

- Masters' degree in counseling, clinical psychology or related field with an LP or LPCC, LMFT, LADC or LICSW Minnesota License
- Experience providing general counseling
- Knowledge and ability to provide effective treatment plan delivery to students
- Ability to respond sufficiently to the needs of clients with crises intervention principles
- Ability to work with other professionals, psychologist staff and students
- Ability to communicate effectively orally and in writing so that the interest of the clients and standards of the psychology profession are represented

**PREFERRED QUALIFICATIONS:**

- Doctoral degree in counseling, clinical psychology or related field with an LP or LPCC, LMFT, LADC or LICSW Minnesota License
- Familiarity with reviewing psychological testing and assessment documents sent from testing providers
- Experience counseling in higher education with diverse student populations
- Demonstrate a knowledge of, an interest in, or experience with, diverse cultures and populations

**OTHER CONSIDERATIONS:**

- All applicants must be able to lawfully accept employment in the United States at the time of an offer of employment.
- Employment for this position is covered by the collective bargaining agreement for the Minnesota Association of Professional Employees (MAPE) which can be found at [http://mn.gov/mmb/employee-relations/labor-relations/labor/mape.jsp](http://mn.gov/mmb/employee-relations/labor-relations/labor/mape.jsp)
- Official transcript(s) must be provided to Human Resources upon hire.
- In accordance with the Minnesota State Colleges and Universities (MnState) Vehicle Fleet Safety Program, faculty and staff driving on college/university business, who use a rental or state vehicle, shall be required to complete a vehicle Use Agreement form and conform to MnState’s vehicle use criteria and consent to a motor vehicle records check.
- BSU and NTC are tobacco free workplaces


If you are unable to apply online, please contact the job information line at 651.259.3637
For additional information about the application process, go to [http://www.mn.gov/careers](http://www.mn.gov/careers)

If you have questions about the position, contact Yvette Anderson, Director of the Student Center for Health & Counseling, at [yvette.anderson@bemidjistate.edu](mailto:yvette.anderson@bemidjistate.edu).

If you have general questions about this posting or submitting an application, contact Teresa Hanson in Human Resources at [teresa.hanson@bemidjistate.edu](mailto:teresa.hanson@bemidjistate.edu).

All employees must comply with department and institution procedures and policies, MnState policies and procedures, as well as local, state and federal laws, regulations, guidelines and business and industry standards.

*This description is intended to indicate the kinds of tasks and level of work difficulty required of the position. It is not intended to limit or modify the right of any supervisor to assign, direct and control the work of employees under his/her*
supervision. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar level of difficulty. In accordance with the Minnesota State Colleges and Universities (MnState) Vehicle Fleet Safety Program, employees driving on university or college business, when using a rental or state vehicle, shall be required a Vehicle Use Agreement form and consent to a Motor Vehicle Records check annually.

UNIVERSITY / COMMUNITY

WHY BEMIDJI:

Bemidji State University is nestled among the pines along the shores of Lake Bemidji, just blocks from a thriving downtown community. In this Northwoods setting, students, staff, and faculty have a variety of activities at their fingertips. Possessing all the charm and character of a college town, Bemidji remains a tight-knit community of good neighbors and engaged citizens who always come out to cheer for the Beavers. While the city of Bemidji — named after the Ojibwe Chief Shaynowishkung (nicknamed Bemidji) — is home to a diverse population of more than 15,000 people, it serves a regional population of more than 100,000.

Located between three American Indian reservations – Leech Lake, Red Lake and White Earth, students at Bemidji State University have the opportunity to experience a dynamic local culture and history. Bemidji also sits at the center of the legends of Paul Bunyan and Babe the Blue Ox. The famous statues of Paul and Babe greet students as they drive in from the south along Lake Bemidji.

Though quaint and historic, the city offers the urban conveniences upon which college students rely. Bemidji State is conveniently located minutes away from affordable restaurants, cozy coffee shops, grocery stores, city parks and more. Small, locally owned shops and art sculptures line the streets of downtown Bemidji, while national chains can be found in and around the Bemidji area, including an uptown selection of department stores and restaurants.

The thriving downtown community presents ample opportunities for engagement off-campus. Among other things, there are fine-dining restaurants, cafes, and a natural foods co-op in downtown Bemidji. The historic Paul Bunyan Playhouse has a calendar of classic shows; restaurants and lounges offer weekly live music performances; the First Friday Art Walk provides a tour of new monthly art exhibits; and annual events such as the Loop the Lake Festival, the Dragon Boat Festival, the Blue Ox Marathon, Bemidji Winterfest, and The Minnesota Finlandia bring the community together.

For those who love the outdoors, there are wooded, multi-use trail systems within minutes of campus and community parks with walking trails, playgrounds and a skate park. Lake Bemidji State Park and its miles of navigable trails is located directly across the lake from BSU, and the Buena Vista Ski Area — just 12 miles north of campus — offers downhill skiing and BSU-sponsored student transportation in the winter months. Further, the Mississippi River Headwaters is a mere 45 minutes from Bemidji.

Review a "special report on how this former lumber town has rebuilt itself as a high-speed, regional center of enterprise" at Bemidji 2.0

For further information about Bemidji State University, visit website at: http://www.bemidjistate.edu or find us at Bemidji State on most of your favorite social media networks.

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