

**Department:** University Counseling Services**Effective Date of Appointment:** Spring 2016  
(Subject to Budgetary Approval)**Rank: SSP AR I: 12-month Full time  
Staff Counselor & Case Manager (non-tenure track;  
annually renewable)****Salary:** Dependent upon qualifications**About the University:**

Serving more than 42,000 students each year, CSUN is one of the largest universities in the United States, and it has an impact to match its size. Money Magazine recently named CSUN one of the top ten values in all of higher education, and the Social Mobility Index ranked CSUN fifth in the nation for elevating its students' economic and social well-being. CSUN ranks 10th in the country in awarding bachelor's degrees to underrepresented minority students, fifth nationally in awarding master's degrees to Hispanic students and enrolls the largest number of deaf and hard-of-hearing students of any U.S. state university. CSUN's 171 academic programs and engaged centers enjoy international recognition for excellence. CSUN currently partners with more than 100 institutions of higher education in 22 countries around the globe and attracts the largest international student population of any U.S. master's level institution. Situated on a 356-acre park-like setting in the heart of Los Angeles' San Fernando Valley, the campus features modern educational buildings and world-class LEED Gold-certified performing arts and recreational facilities recognized as among the best in the country. CSUN is designated as a Hispanic Serving Institution (HSI) and an Asian American, Native American, Pacific Islander Serving Institution (AANAPISI) and we value the diversity of all of our students and the campus community. CSUN is a welcoming university that champions accessibility, academic excellence and student success.

**CSUN's Commitment to You:**

CSUN is strongly committed to achieving excellence through teaching, scholarship, active learning and diversity. Our values include a respect for all people, building alliances with the community and the encouragement of innovation, experimentation and creativity.

As an Equal Opportunity/Affirmative Action employer, CSUN strives to create a community in which a diverse population can work, teach and learn in an atmosphere of civility and respect for the rights of each individual. We consider qualified applicants for employment without regard to race, color, religion, national origin, gender, gender identity/expression, sexual orientation, age, disability, genetic information, medical information, marital status, or veteran status. For more information about the University, check our website: <http://www.csun.edu>

**Responsibilities:**

Working under the general supervision of the Director of the University Counseling Services (UCS), the Staff Counselor/Case Manager will provide limited assessment and treatment services, as well as psycho-education, to both the general student population and, particularly, students presenting with concerns related to alcohol and other drugs (AOD). Provides assessment and follow-up, including mandated referrals due to AOD-related concerns (e.g., referrals from Student Conduct Office, Athletics, and Housing & Residential Life). Provides individual brief counseling services as appropriate to general student population. Provides daytime triage/urgent care, including crisis assessment, to general student population; and counseling group(s), including groups related to AOD issues. Assists with securing hospitalization for students and discharge planning following hospitalization; and coordinates follow-up care to ensure that higher-need and higher-risk clients are appropriately assessed, successfully referred, and compliant with treatment recommendations. As a Case Manager for the general student population and students presenting with AOD concerns, provides continuity of care and follow-up for high-risk clients; coordinates referrals and bridging of students to mental health services in the community; develops community resources and referrals for students with AOD concerns; assists students in referral process to community agencies/resources; conducts follow-up and tracks referrals to ensure quality of care; serves as liaison between UCS and campus constituents regarding AOD issues with students; and initiates and develops on-going relationships with community health providers and hospitals. Attends UCS staff meetings, case conferences, trainings, and retreats. Maintains ethical and timely documentation of all clinical work in electronic medical record keeping system. Participates in the APA-Accredited pre-doctoral training program, including teaching seminars (particularly on AOD issues) and mentoring. Provides outreach presentations to faculty, staff, and students. Serves on university committees as requested (e.g., Alcohol, Tobacco, and Other Drugs) and performs other duties as assigned.

**Qualifications:**

Possession of a master's or doctoral degree in a related field. Current licensure in California as a Clinical Social Worker, Marriage and Family Therapist or Psychologist is preferred. If unlicensed must become licensed within 24 months of employment. If licensed within another state, must obtain licensure in California within one year. Minimum of one year of experience that demonstrates the ability to work with students in need of services and treatment for alcohol and other drug related concerns, and use of professional counseling techniques and strategies to meet the needs of a student body with varied backgrounds, cultures, gender identities, ages, sexual orientations, and other diverse qualities. Demonstrated knowledge and experience in clinical case management with complex clients; crisis intervention, suicide assessment, and intervention. Demonstrated sensitivity to multicultural issues and proven ability to interact with diverse individuals and groups. Demonstrated generalist clinical therapeutic and diagnostic skills. Demonstrated ability to provide brief psychotherapy and group psycho-educational workshops. Demonstrated experience in providing outreach on a variety of topics. Demonstrated ability to collaborate with a multidisciplinary team of mental health professionals. Demonstrated ability to actively contribute to a positive working environment by exhibiting solution-focused, positive, cooperative, and flexible behavior. Effective written and oral communication skills

At time of appointment, the successful candidate, if not a U.S. citizen, must have authorization from the Bureau of Citizenship and Immigration Services to work in the United States.

**Application Deadline:**

Screening of applications will begin January 29, 2016. Priority will be given to applicants who meet the screening deadline. However, the position will remain open until filled. Applicants should submit a letter of application, curriculum vitae, and three current letters of recommendation to the address below. In later phases of the search process, applicants may be requested to provide verification of terminal degrees, licenses and certificates.

**Inquiries and applications should be addressed to:**

Application materials may be submitted via postal mail or electronically to the address below. Electronic applications are accepted and strongly encouraged and should be sent to: [anne.eipe@csun.edu](mailto:anne.eipe@csun.edu)

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**General Information:**

In compliance with the Annual Security Report & Fire Safety Report of Campus Security Policy and Campus Crime Statistics Act, California State University, Northridge has made crime-reporting statistics available on-line at <http://www.csun.edu/sites/default/files/clery-report.pdf>. Print copies are available in the library and by request from the Department of Police Services and the Office of Faculty Affairs.

The person holding this position is considered a 'mandated reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

Applicants who wish to request accommodations for a disability may contact the Office of Equity and Diversity, (818) 677-2077.