

**Job Code: ..... 101625**  
**Position #: (PTAA) .. (E)**  
**Developed by:.....CC**  
**Reviewed by:..... DLJ; LK**  
**Approved by:..... LK**  
**Date 1/23/23**

**UNIVERSITY OF RHODE ISLAND**  
**Position Description**

**TITLE:** Clinical Counselor (Care Management)  
**DIVISION:** Student Affairs (Counseling Center)  
**REPORTS TO:** Director, Counseling Center  
**GRADE:** 13  
**SUPERVISES:** Professional and technical staff and professionals in training

**BASIC FUNCTION:**

Provide assistance with managing intake, triage and urgent care/crisis systems and consultation regarding community referrals for undergraduate and graduate students experiencing psychological and developmental difficulties. Assist and support students in accessing services from community resources for outpatient mental health care. Examples include scheduling phone appointments for students who need referral information, meeting with students who need referral information, meeting with students to overcome barriers to accessing community resources and providing care management for students who may need multiple services across campus.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Participate as part of the clinical team, providing assistance with managing intake, triage and urgent care/crisis systems and consultation regarding community referrals. This may include the delivery of remote services via teletherapy and the use of applications like Zoom and WebEx.

In coordination with the Counseling Center staff and/or other campus personnel, assist and support students in accessing services from community resources for outpatient mental health care. Examples include scheduling phone appointments for students who need referral information, meeting with students who need referral information, meeting with students to overcome barriers to accessing community resources and providing care management for students who may need multiple services across campus.

Develop and implement systems for follow-up with students who have been referred to community resources (e.g., psychotherapists, psychiatrists, clinics, intensive outpatient treatment programs). Follow up with external providers to ensure that clients are appropriately assessed, successfully referred, and compliant with treatment recommendations.

Assess/analyze the insurance benefits and financial resources available for mental health treatment for identified students/clients (including advocating for low-cost services when needed).

Assist students who have been hospitalized for mental illness to transition successfully back to URI by assisting with discharge planning, coordinating follow-up care, and facilitating students' access to appropriate services on- and off-campus. Provide care management of these students consistent with best practices for college students who have experienced significant episodes of mental illness.

Assist and collaborate with counseling staff in treatment and disposition planning for students with complex mental health needs, particularly for those students who are frequent users of urgent care appointments.

Consult with parents, faculty, school administrators, student development staff when appropriate and with appropriate authorization in order to ensure quality care to students.

Maintain appropriate records and documentation of care management activities, in compliance with law, ethics and best practices.

Cultivate strong liaison relationships with off-campus mental health providers, private practitioners, hospitals and inpatient units, and other community partners. Provide consultative assistance to various persons and agencies within the campus community. Create Memorandums of Understanding with community providers.

Attend and participate in Counseling Center all-staff and clinical meetings, committee meetings by assignment, and other staff meetings and training activities.

Might carry small brief counseling case load during times of peak student demand, as caseload volume allows.

Speak confidently and knowledgeably to students, faculty, staff, and administrators about counseling care options.

Collaborate with persons of diverse socio-economic, racial/ethnic, international, and LGBTQ+ backgrounds effectively and affirmingly. Engage in social justice initiatives and educational programs on campus and virtually.

Assess the causes and seriousness of a broad range of problems presented by students experiencing psychological and psycho-social difficulties. Develop plans to assist students in dealing with these difficulties. Recommend changes to university practices and policies that may be helpful to students.

Assist severely troubled students who are in need of psychiatric consultation, medication, hospitalization, and/or assistance in the management of life-threatening situations.

Assist with the training and supervision of graduate students from the various helping disciplines who intern at the Counseling Center. This will include training and supervision informed by multicultural, systemic, decolonial, and/or other orientations.

#### **OTHER DUTIES AND RESPONSIBILITIES:**

Perform other duties as required. Some evening hours may be required.

#### **LICENSES, TOOLS, AND EQUIPMENT:**

Current licensure within the State of Rhode Island or ability to obtain within six months of appointment.

#### **ENVIRONMENTAL CONDITIONS:**

This position is not substantially exposed to adverse environmental conditions.

#### **QUALIFICATIONS:**

**REQUIRED:** Master's degree in Social Work, Psychology or related field. Demonstrated experience in counseling, case management, and/or psychotherapy with young adults (ages 18-24); Demonstrated professional experience with a multicultural population and with one or more underrepresented or underserved populations; Current licensure within the State of Rhode Island or ability to obtain within six months of appointment; Demonstrated experience promoting and enhancing diversity, equity, and inclusion; Demonstrated experience providing psychotherapy and related services to individuals and groups; Demonstrated knowledge of individual psychopathology and normal developmental challenges with considerations of culture and context; Demonstrated strong interpersonal and verbal communication skills; Demonstrated proficiency in written communication skills; Demonstrated ability to work with diverse groups/populations; and, Demonstrated awareness of power differentials and dynamics.

**PREFERRED**: Demonstrated experience in case management and crisis intervention; Demonstrated experience with the supervision of graduate trainees; Demonstrated experience in a counseling center in a higher education setting; and, Demonstrated knowledge of and prior communication with community mental health resources in RI.

**ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.**