**P7: Level Standards**

**GENERAL ROLE**

This level is accountable for serving in an expert resource capacity in an area of specialization. Positions at this level are not reflective of the majority of the workforce, but instead the most complex functions within an area of specialization.

Incumbents:

* Serve in a subject leader and consultative capacity within an area of expertise.
* Provide analytical, technical, and advisory support to leaders and decisions makers within the same disciplinary track.
* Lead projects or initiatives within the specific area of expertise, to include leading vendors or cross-functional departments or teams.
* Research and apply better ways to effectively achieve end results by, for example, arranging/rearranging the way work is performed, changing elements of processes, and adding or deleting new or unnecessary capabilities/functionalities as needed.
* Set project objectives, immediate- and/or long-term, as a means to fulfill project initiatives.

**INDEPENDENCE AND DECISION-MAKING**

*🡪 Supervision Receive*d

* Works under general direction.
* Seeks assistance only when unique situations arise, coupled with financial impact to the division and political consequence.

*🡪 Context of Decisions*

* Work is focused on and regulated by specific department/division goals and milestones.

*🡪 Job Controls*

* Act based on own judgement as long as actions adhere to division policies and operating procedures, and remain focused on the department and division objectives and missions.
* Subject to managerial controls through conferences, review of reports, and occasional on-site visits or check-ins.
* Managerial controls are exercised on the incumbent for matters of intermediate- and long-range planning, budgetary, and human resources based matters.

**COMPLEXITY AND PROBLEM SOLVING**

*🡪 Range of issues*

* Problems are unique and unexpected.
* Challenges for problems arise due to lack of precedent.

*🡪 Course of Resolution*

* Problems require response/adaptation to changing conditions or circumstances, necessitating enterprise and new approaches with broad impacting effects.
* Problem resolution should regularly require collaboration and coordination with units internal to the division, with occasional collaboration and coordination outside the division.

*🡪 Measure of Creativity*

* Incumbents are regularly required to develop new methods/methodology for evaluation and implementation plans for new initiatives.

**COMMUNICATION EXPECTATIONS**

*🡪 Manner of Delivery and Content*

* Deliver statements and information in a combined persuasive and motivational fashion to subordinate staff, departmental and University administrators, and the campus community as a whole.

**SCOPE AND MEASURABLE EFFECT**

* Serve as an expert on specific subject matter evidenced by regularly researching and producing reports (e.g., white papers) on technical matters of systematic importance and consulting with managers throughout the division/University on specific issues in the position’s area of expertise.
* Actions regularly affect a departmental outcome with division-wide impact.
* Actions have a direct impact on controlling such things as project scope, team size and nature of assignments, operating budget, etc.
* Actions may have high-risk financial, compliance, political, or safety implications.
* Performance results tend to be related to efficiency, degree of waste/cost overruns, quality/continuous improvement, timeliness, resource allocation/effectiveness, etc.

**Job Template**

**GENERAL SUMMARY**

Provides direct clinical services, emergency care, assessment, brief psychotherapy, consulting and psycho-educational services to students, staff, faculty, administrators, parents, and families. May supervise students or health professionals.

**REPORTING RELATIONSHIPS AND TEAMWORK**

Works under direction of a supervisor or manager. Serves a lead worker to employees who perform similar functions.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

*The intent of this section is to list the primary, fundamental responsibilities of the job – that is, the duties that are central and vital to the role.*

* Provides crisis intervention counseling for students who have psychiatric emergencies and shares in 24-hour emergency on-call service with other center staff.
* Provides psychotherapeutic counseling to individuals, couples and groups, consulting with other professionals as necessary; diagnoses, assesses and treats emotional and functional disorders through brief model psychotherapy.
* Assists in the recruitment, selection, training, supervision, and evaluation of field placement students from the clinical training programs; may train and supervise other health professionals and volunteers.
* Meets regularly with Counseling and Mental Health Services (CMHS) colleagues to assess, diagnose, and consult on disposition of cases; to review mental health policies, procedures; and to coordinate emergency services.
* Prepares required clinical records and case reports in a timely manner and carries on necessary correspondence.
* Conducts workshops and outreach services designed to provide mental health education to the UConn campus.
* Provides consulting services to other UConn departments.
* May seek funding for and conduct studies on mental health issues; may publish or present findings in appropriate professional journals or forums/conferences.
* Participates in and/or conducts in-service presentations to colleagues and trainees.
* Serves as a resource and consultant to University community on matters relating to the well-being of students within the limits of confidentiality.
* Makes referrals to other mental health agencies for specialized care beyond the scope of CMHS including psychiatric hospitalizations.
* Participates in various CMHS and University committees and advisory groups.
* Participates in Quality Assurance Activities.
* Performs related work as required.

**MINIMUM QUALIFICATIONS**

* Master’s degree in Social Work, Counseling, Marriage and Family Therapy related field.
* Minimum of two years of post-graduate experience providing psychotherapeutic counseling and emergency psychiatric care to adults and young adults.
* Must possess or must obtain Connecticut LCSW within one year of hire.

**COMPETENCIES**

**Knowledge of:**

* Legal and ethical standards at a local, state, and federal level of the practice of mental health care and treatment specifically of substance use disorders
* The practice of mental health care, including diagnosis and treatment
* Clinical care health models
* Community resources, treatment planning, and case management
* Principles and practices of employee supervision
* Microsoft Office and related software applications

**Skill in:**

* Mental health assessment
* Crisis management
* Planning and organization
* Understanding students and fostering student success
* Developing and maintaining effective and appropriate working relationships
* Critical thinking, problem solving and analysis

**Ability to:**

* Provide mental health treatment and intervention
* Maintain clinical records
* Provide mental health education and outreach to all members of campus community
* Communicate effectively through both oral and written means
* Respect diversity and work collaboratively with individuals of diverse cultural, social and educational backgrounds
* Maintain the confidentiality of information and professional boundaries
* Work independently to analyze available information, draw conclusions and understandings, and present such conclusions effectively to senior management