

JOB INFORMATION

Effective Date	3/23/2022
Job Code:	3768
Job Title:	Therapist/Case Manager
Salary Grade/Structure:	050 - Admin-Professional
Career Level Name:	P2 - Intermediate Professional
FLSA Name:	Exempt
EEO Code:	50-Technical and Paraprofessional
Job Function:	Student Health & Wellness
Job Family:	Mental Health Services
Job Summary	The Therapist/Case Manager provides counseling, crisis intervention, and outreach services to students, and consultation and outreach to faculty and staff in regard to student mental health issues. Provides culturally competent case management services to the UHCL student body by arranging appropriate medical and mental health care services, monitoring of treatment compliance, and maintenance of contact with at-risk students. In addition to direct service, this position will consult with existing community partners and identify and develop new community partnerships that serve students who need assistance with specialized mental health treatment and will engage in outreach activities.

COMPETENCIES

Competencies

Please refer to the UHCL Human Resources webpage for UHCL core competencies for all eligible job levels.

QUALIFICATIONS

Education

Education Level	Education Details	Required/ Preferred	
Master's Degree	in Social Work, Psychology, Counseling, or related field.	Required	

Work Experience

Experience	Experience Details	Required/ Preferred	
Some	Providing referral or case management services to adults. Experience providing therapy services to adults in an outpatient setting.	Required	
Considerable	Experience working with college students in college counseling, experience with establishing community connections for referrals, experience providing outreach and educational programming.	Preferred	

Licenses and Certifications

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Preferred	
	Must be currently licensed or eligible for immediate licensure as a Clinical Social Worker, Professional Counselor, or a related healthcare field in the State of Texas.	within 30 Days	Required	

Knowledge, Skills and Abilities

KSAs	Proficiency
• Knowledge of theories, techniques, and procedures for assessment, diagnosis and treatment of mental health issues.	Proficient
• Knowledge of confidentiality, state laws, ethics that affect practice of mental health providers	Proficient
• Knowledge of multicultural theories, models of development, and how intersecting identities can affect mental health issues.	Proficient
• Skills in oral communication - Active Listening, excellent verbal, non verbal communication, and group processing.	Proficient
• Excellent written communication for documentation and work products.	Skilled
• Technology skills for providing remote work, using EMR, and conducting outreach; also Excel, PPT, and Adobe.	Skilled
• Ability to establish effective relationships with coworkers, community partners, and clients.	Proficient
• Ability to triage, engage in effective case conceptualization and treatment planning.	Proficient
• Ability to continue to monitor client progress, outcomes, and need for additional resources.	Proficient
• Critical thinking - using logic to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.	Proficient

JOB RESPONSIBILITIES

Campus Security Authority ☒

Remote Work Capable ☐

Essential Functions

Essential Function	% TIME
• Provides direct therapy services (individual, couples, and group), case management, referral coordination and follow-up to students with mental health issues.	60%
• Acts as liaison, developing and maintaining collaborative relationships between Counseling Services and campus and community partners that serve at-risk students with complex mental health needs and/or psycho-social stressors.	10%
• Participates in peer review, case conference, and professional development continuing education activities to maintain and enhance existing skills, learn new knowledge and skills, maintaining licensure. Participates in assessment procedures to maintain and improve services provided to students.	5%
• Meets with faculty to provide information on services and provides consultation to faculty, as needed. Works with university staff to develop/improve skills in managing students and mental health concerns.	5%
• Provides crisis assessment, intervention, and management to university students.	5%
• Participates in Counseling Services doctoral intern and/or practicum therapist training programs.	5%
• Maintains appropriate case/client documentation.	5%
• Additional duties/responsibilities as assigned.	5%

PRE-EMPLOYMENT

MVR:	Yes
Criminal History:	Yes
Physical Exam:	No
Hearing Exam:	No
Pulmonary Function Test:	No

PHYSICAL DEMANDS/WORKING CONDITIONS

Office and Administrative Support

Physical Demands

Physical Demand	N/A	Rarely	Occasionally	Frequently	Constantly	Weight
Standing			X			
Walking			X			
Sitting					X	
Lifting		X				
Carrying		X				
Pushing		X				
Pulling		X				
Climbing		X				
Balancing		X				
Stooping		X				
Kneeling		X				
Crouching		X				
Crawling		X				
Reaching		X				
Handling			X			
Grasping			X			
Feeling		X				
Talking					X	
Hearing					X	
Repetitive Motions				X		
Eye/Hand/Foot Coordination				X		

Working Environment

Working Condition	N/A	Rarely	Occasionally	Frequently	Constantly
Extreme cold		X			
Extreme heat		X			
Humidity		X			
Wet		X			
Noise			X		
Hazards		X			
Temperature Change		X			
Atmospheric Conditions		X			
Vibration		X			

Travel Requirements

Estimated Amount	Brief Description