UNIVERSITY OF SOUTHERN CALIFORNIA

Psychologist

Job Code: 187203

Grade: HG
OT Eligible: No
Comp Approval: 2/25/2016

JOB SUMMARY:
Provides individual and group psychological counseling services for USC students. Provides psychological consultation services for other university departments, as requested.

JOB ACCOUNTABILITIES:

*E/M/NA  % TIME

Provides short-term individual psychotherapy and crisis intervention for students.

Develops and conducts group therapy sessions and group workshops.

Provides consultation services for faculty, staff and other clinicians regarding student related programs and services, as requested. Provides training when required.

Develops and implements outreach activities, programs and other services for students.

Attends and participates in staff development programs, department related conferences and administrative meetings.

Covers on-call emergencies, as assigned.

Serves as a Campus Security Authority (CSA) and mandatory reporter under the Clery Act based on university responsibilities. Has responsibility and is required to receive reports of crimes or criminal incidents from victims of crimes and/or third parties; notifies Department of Public Safety immediately of any reported serious crime or criminal incidents that indicates the presence of an ongoing threat to the university community; and notifies the Clery Compliance Coordinator in the Department of Public Safety. Performs other related duties as assigned or requested. The University reserves the right to add or change duties at any time.

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.

EMERGENCY REPSONSE/RECOVERY

Essential: ☐ No  ☑ Yes
In the event of an emergency, the employee holding this position is required to “report to duty” in accordance with the university’s Emergency Operations Plan and/or the employee’s department’s emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.

JOB QUALIFICATIONS:
Minimum Education:
  Doctorate

Minimum Experience:
  1 year

Minimum Field of Expertise:
  Doctorate in Clinical or Counseling Psychology from an accredited school of Psychology, California license eligible. Counseling experience (can be pre-doctoral internship).

Preferred Experience:
  2 years

Preferred Field of Expertise:
  Counseling experience with college age population.

Skills: Other:
  Assessment/evaluation
  Communication -- written and oral skills
  Conflict resolution
  Consulting
  Counseling
  Teaching/training

Supervises: Level:
  May oversee student, temporary and/or casual workers.

SIGNATURES:

Employee: ___________________________ Date:___________________________
Supervisor: ___________________________ Date:___________________________

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

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