UNIVERSITY OF SOUTHERN CALIFORNIA
Clinical Staff Psychologist
Job Code: 187207

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

JOB SUMMARY:
Provides individual and group psychological counseling services for USC students. Supervises interns, as assigned. 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.

________ ________ Supervises and trains interns.

________ ________ 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.

________ ________ Develops and implements security related procedures such as office opening and closing routines, recognition of duress signals and key controls. Coordinates security activities with university Public Safety Department. Promotes and maintains standards for security conscious awareness and behavior. Maintains knowledge of university's crime prevention and suppression programs and services. Ensures dissemination of security related information to staff.

________ ________ 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 RESPONSE/RECOVERY
Essential: ☐ No
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:**
- 2 years

**Minimum Field of Expertise:**
- Doctorate in Clinical or Counseling Psychology, license eligible or licensed in three years or less.

**Preferred Experience:**
- 3 years

**Preferred Field of Expertise:**
- Experience with college students.

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

**Supervises: Level:**
- Supervises employees who do not supervise.

**Supervises: Nature of Work:**
- Professional/Paraprofessional

**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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