PURPOSE OF CENTRE:
CU Counselling Centre is established to serve the students, faculty and staff of Covenant University. This Centre is committed to creating a campus environment that supports and values the unique contribution of all individuals.

CUC Centre strives to develop and offer services designed to assist students, faculty and staff to acquire those skills, attitudes, and resources necessary to succeed on Covenant University campus and pursue productive and satisfying lives. The goal of CUC Centre include contribution to the overall mission of the Covenant University by facilitating the academic, emotional, psychological, social, and career development of students, faculty and staff.

PURPOSE OF JOB:
Under the direction of the Director of the Centre, professional counsellor works as a member of a multi-disciplinary team. In coordination with other staff of the Centre and particular of Covenant University in general, provides a range of counseling services, including: direct clinical services such as intake, assessment, diagnosis, treatment plan and crisis intervention; consultation/liaison with other staff of the university, schools, hospitals, and other entities with which the Centre does business; involvement in campus-community education; development, coordination and prevention/early intervention programs; and program development and evaluation.

JOB DUTIES AND TASKS:(70%)
1. Provides a range of direct counseling services
   a) Undertakes bio-psycho-social assessments including mental status evaluations
   b) Completes provisional diagnoses
   (according to DSM IV) for the purpose of developing treatment plans
   c) Develops goals and objectives
   d) Provides individual, family, and/or group counseling to students, faculty and staff and their families
   e) Functions as a primary counselor, utilizing a variety of specialized treatment modalities and counseling, for student, faculty and staff and their families
   f) Monitors treatment and/or care plans
   g) Evaluates treatment outcomes
   h) Provides counseling/support/education to clients of the centre and the university community and other relevant individuals or entities to understand the nature, treatment and prognosis of various emotional and psychological disorders and assist with methods of coping.
   i) Consults/liaises with community professionals
   j) Advocate for clients of the centre
   k) Maintains basic knowledge and awareness of the effects of psycho-tropic medications as prescribed by a physician
   l) Maintains appropriate clinical/client/administrative records

2. Provides a consultative/educative service to campus community and other entities with which the centre does business in the areas that include career/employment services, emotional and behavioural disturbances, such as: influential organizations, physicians, schools, family centres, hospital staff and other healthcare workers.
   a) organizes/participates in information/education sessions
   b) organizes/participates in workshops
   c) encourages the development of mutual support for a

JOBS DUTIES AND TASKS:(10%)  
3. Through the centre, collaboration with other units of the campus community and other professionals, participates in the ongoing planning, development, evaluation and modification of a comprehensive range of services including prevention programs for students, faculty and staff.

4. Performs other duties as required.

QUALIFICATIONS FOR THIS POSITION

Education:  
    Masters Degree in Clinical Psychology or in any of the following disciplines: Counselling Psychology, Guidance and Counselling or Social Work (Clinical).

Required experience:  
Preferably with minimum of two years clinical counselling work experience, with responsibility for providing a wide range of brief and supportive counselling or mental health services.

Knowledge:  
Student and employee academic, career, psychological, emotional, spiritual, social and cognitive needs

Major behavioral, emotional and mental health problems and disorders of students and employees

Professional ethics and approaches to resolve ethical dilemmas in the work with clients.

Diagnostic & Statistical Manual (DSM) of Mental Disorders

Awareness of effect of psychotropic medications used

Integrated Case Management

Skills and Abilities:
Function independently as a primary clinical counsellor demonstrating sound clinical judgment in the assessment and treatment of students and employees with academic, career/vocational, psychological, emotional behavioural and social challenges;

Provide comprehensive assessment and treatment planning;

Provide individual, group and family therapy;

Ability to apply professional ethics to the general work situation;

Apply essential skills to conduct suicide assessments and crisis interventions;

Establish and maintain effective collaborative and constructive liaisons/relationships with a variety of individuals and groups, including students, faculty and staff; their families, chaplain, physicians, schools, hospitals, and other agencies in order to coordinate services across the continuum of care by seeking input, securing co-operation, resolving conflicts, influencing outcomes and providing community consultations and education related to services of the Centre.

Prepare and deliver appropriate, clear and concise communications, both orally and in writing, to a range on and off campus audiences;

Ability to work in a computerized environment.

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Prepared by: 
Dr. J. N. Taiwo
Registrar

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