

## **Dallas International University**

### **Personal Needs Counselor**

#### **Job Description**

##### **Description**

The Dallas International University Personal Needs Counselor is a licensed counselor or marriage/family therapist with a biblical integration approach. This person provides an emotional and mental health resource to undergraduate and graduate students as they encounter a rigorous academic schedule, new cultural concepts, and any personal struggles during their time at DIU. A psychological understanding of inter-cultural dynamics is required.

##### **Authority**

The Personal Needs Counselor is appointed by and responsible to the Dean of Students. The Dean of Students will work with the Personal Needs Counselor to complete the annual performance review.

##### **Responsibilities**

- Provide emotional and mental counseling to university students.
- Ask questions, provide compassionate listening, support, and encouragement.
- Diagnose mental/emotional disorders, and monitor responses to treatment.
- Suggest resources and implement ethical methods with clients to improve their wellbeing.
- Maintain professional confidentiality.
- Keep clear and complete records.
- Recognize cases which require more advanced help than you can provide and refer students and their families accordingly.
- Communicate with authorized faculty and staff concerning extreme cases while maintaining HIPAA compliance.
- Refer Distance Education students to counselors in the states where the DE students are living.

##### **Required skills and knowledge**

- Comfortable working with adults and adolescents
- Familiarity with using a variety of counseling approaches
- Cultural awareness both in preparation for inter-cultural service and reintegration to home culture

##### **Education and Experience**

- Master's in clinical counseling or marriage and family therapy
- Texas-approved counseling license
- 2 years minimum licensed experience in this field
- Five years or more of cross-cultural experience (which may be within sub-cultures of the USA)

### **Additional Information**

- Background check may be required.
- Supported (unpaid) position