

Date Posted: 06/23/2011

**University of Houston
Graduate College of Social Work**

JOB OPPORTUNITY POSTING

Job Title: Career Counselor (2 Positions)

Employer/Agency: Texas State University
Career Services

Job Description: Responsible for providing career counseling services to a wide range of Texas State students and alumni, including assessment, interpretation, consultation, outreach, and referrals.

Duties:

- Counsel clients on an appointment or walk-in basis.
- Provide individual career counseling on a continuing case basis.
- Recommend, administer, and interpret standardized objective career tests.
- Develop and present career-oriented workshops to students, faculty, and staff.
- Help Assistant Director in organizing outreach efforts.
- Maintain confidential, clinical case files.
- Monitor students for referral to Counseling Center or other mental health resources.
- Participate in staff case conferencing, aimed at improving graduate counselors' career development.
- Provide career services for faculty and staff and consult them regarding services for students.
- Help Assistant Director train and supervise counseling interns.
- Perform other duties as assigned.

Qualifications:

Required:

Candidates must have a master's degree in counseling or related area. Knowledge, skills and

experience in: Counseling theory, techniques, and practice; career development; and career assessments.

Preferred:

At least one year counseling within a university population, preferably specific to the area of career counseling. Experience with outreach and presentations to various student populations. Familiarity with the structure of a university's student affairs component and experience presenting career services to students within that context.

Salary/Hours: \$3750/month/Full-time

Employer/Agency: Texas State University
City, State: San Marcos, TX

Application Method: Apply online at
<https://jobs.hr.txstate.edu/applicants/jsp/shared/frameset/Frameset.jsp?time=1308851258969>

Opening Date: Immediately, open until filled

If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@sw.uh.edu with the hiring details of your new job opportunity.
Thank you