

University of Memphis

Division of Student Affairs/Student Development

Student Health and Counseling Services/Testing Center

Assistant Director/Internship Training

University of Memphis invites applications for a full-time, 12-month position as Assistant Director/Internship Training in the Center for Counseling Learning and Testing. Housed within the Division of Student Affairs and Student Development the Center provides mental health services, testing services to approximately 23,000 students.

The Assistant Director/ Internship Training is responsible for the leadership and management of all Counseling Center's training programs, including the APA-accredited psychology internship program, which was established in 1987, and practicum training. The AD/Internship Training Director coordinates the provision of supervision and training, evaluates the effectiveness of the training program, and facilitates future planning and development with the training staff. The AD/Internship training Director also provides clinical service to University students and outreach to the campus community.

The University of Memphis is located in Memphis, TN. With a metropolitan area population of just over one million, Memphis is one of the South's largest and most attractive cities. As a primary medical, educational, communication, distribution and transportation center, Memphis offers a rich and full range of research opportunities and cultural experiences. The city, known worldwide for its musical heritage, has many fine restaurants, museums, art galleries, and theaters, as well as one of the nation's largest urban park systems. Clusters of stately old homes dot the city. Annual events include the Liberty Bowl Football Classic, the Memphis in May International Festival, and the Federal Express Golf Classic. The medical complex in Memphis is the South's largest and one of the nation's foremost centers of medical research.

The University's modern and beautifully landscaped campus is centrally located in an attractive residential area of Memphis, with shopping, recreation and entertainment centers nearby. In addition to the main campus facilities, the University has research and athletic training facilities and married student housing on the Park Avenue Campus, as well as teaching sites throughout West Tennessee including the newly acquired Lambuth Campus in Jackson, TN.

Duties and Responsibilities

Under the supervision of the Director of the Center for Counseling Learning and Testing, the Assistant Director/Training Director provides the following:

- Plans and administers the APA-accredited internship training program
- Oversees seminars and supervision for interns
- Plans case conference, supervision of supervision and all internship training activities
- Recruits and evaluates intern candidates
- Develops work programs and assigns caseload to interns
- Monitors and evaluates intern performance; provides guidance and direction to interns
- Provides individual, couples, family, and group therapy to clients; administers and interprets psychological tests

- Participates in weekly staff meetings; discusses cases
- Participates in consultation and outreach including preventive presentations, workshops, programs, and public relations
- Provides services in a 24 hour crisis intervention program; serves on-call periodically; responds to emergencies
- Oversees the maintenance of records and preparation of reports regarding the activities and operations of the Intern Program
- Teaches courses and seminars; conducts research
- Attends seminars, workshops, and other activities to stay current on advances in field
- Along with the Associate Director, performs duties of Director of Center for Student Health and Counseling services and Testing in absence of Director including travel and purchase authorizations, budget revisions, and time and attendance approvals

The position requires a Doctorate Degree in Clinical or Counseling Psychology, a license (or licensed eligible) as a psychologist in the state of Tennessee along with a minimum of two years of experience working in internship training. The preferred candidate will have experience in working in university counseling centers and providing clinical supervision within an APA-accredited internship training program.

Application:

Electronic submission of all application materials is required. Submit letter, application form, resume, and references to <https://workforum.memphis.edu/applicants>

In this link go to search postings and select hourly & monthly employees and select **Assistant Director, Intern Training**