

**Duke University
Division of Student Affairs
Exempt Position Description**

Official Job Title: Staff Psychologist
Working Title: Staff Psychologist
Job Code/Level/Family: 1924/15/17
Department: Counseling and Psychological Services (CAPS)
Supervisor: Director
Position Status: Regular, Full-time, Exempt
Staff Supervision: None

Scope of Responsibilities:

Under the direction of the Director of CAPS, the Staff Psychologist will provide clinical services, supervise trainees, and engage with the campus community placing priority on the ways marginalization, discrimination, and oppression negatively impact mental health.

Duties:

<ul style="list-style-type: none"> • Demonstrates a commitment to dismantling systems of marginalization, discrimination, and oppression that contribute to resultant inequities for CAPS staff and the students they serve; • Commits to serving students, especially those impacted by systems of marginalization, discrimination, and oppression, in the places they live and learn by validating their lived experiences and engaging their resilience; • Commits to educating the campus community on the ways privilege is perpetuated and differentially impacts student mental health; • Provides individual, couples, and group services; • Participates in the provision of mental health triage services; • Administers and interprets limited assessment measures; • Responds to clinical and campus crises; • Provides supervision and seminars to assigned trainees, including goal setting, evaluations, and disciplinary action in accordance with training policy and procedures; • Provides campus and community engagement services through liaison relationships with faculty, staff, parents, alumni, and students; and • Provides campus and community level interventions that address cultural climate issues for marginalized groups. 	65%
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<ul style="list-style-type: none"> • Maintains complete, accurate, timely and confidential documents in electronic health record; • Completes clinical documentation according to CAPS policies and procedures; • May develop formal teaching relationships with academic departments; • Attends CAPS staff, clinical team, and committee meetings; • Attends CAPS sponsored professional development activities; and • As budget allows, represents CAPS on the Duke campus, in the Triangle area, and nationally. 	25%
<ul style="list-style-type: none"> • Participates in Division of Student Affairs Committees; • Performs other duties as assigned. 	10%

General Qualifications

- Must have a doctoral degree in a mental health related field from an APA-accredited program;
- Must have completed an APA-approved psychology internship; and
- Licensed or immediately eligible for licensure in the state of North Carolina.
- Early career, less than 5 years professional experience.

Strongly Preferred Qualifications

- Demonstrated experience working international populations, especially those from Asian, South Asian, and Middle Eastern/North African countries; Latinx populations; and transgender communities is desired, as well as those who have demonstrated experience and skills working with Jewish or Muslim students; and
- Bilingual language skills are strongly preferred.

Additional Job-Specific Skills and Competencies

- Demonstrates experience and capability to work as part of a highly cohesive and interdisciplinary team in a university counseling center and with professionals in other campus units;
- Demonstrates effective interpersonal skills that facilitate organizational health;
- Demonstrates a commitment to self-awareness and desire for growth related to intersectionality and the ways marginalization, discrimination, and oppression impact individuals and systems; and
- Experience in the provision of crisis intervention and consultation is essential.