SEARCH PROSPECTUS:

Director of Counseling and Psychological Services (CAPS)
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California State University Channel Islands (CSUCI) invites confidential inquiries, nominations, and applications for the position of Director of Counseling and Psychological Services (CAPS). The Director provides overall management, leadership, and program direction for Counseling and Psychological Services and assists the Associate Vice President for Student Affairs/Dean of Students in the coordination, planning, and development of Campus Life. The search is open and international in its outreach. The position is available immediately.

Founded in 2002, California State University Channel Islands is the newest campus in the 23-campus California State University system, the largest four-year public university system in the U.S. The University is located halfway between Santa Barbara and Los Angeles and is 10 minutes from the Pacific Ocean. The mission of the CSU includes preparing significant numbers of educated, responsible people to contribute to California’s economy, culture, and future. Surrounded by orchards and mountains, the campus is stunning with an array of courtyards, quadrangles, and buildings which date from 1934 and President Franklin D. Roosevelt’s New Deal.

The current student body is 50% Hispanic, 49% Pell recipients, and 59% first-generation college students. Over half of the undergraduates are transfers from community colleges. Graduate and credential programs are designed to meet the needs of working adults. In short, the CSUCI student body reflects the people of the region and of California.
MISSION STATEMENT
Placing students at the center of the educational experience, California State University Channel Islands provides undergraduate and graduate education that facilitates learning within and across disciplines through integrative approaches, emphasizes experiential and service learning, and graduates students with multicultural and international perspectives.

Academics
California State University Channel Islands enrolls more than 7,000 students, including nearly 300 graduate and post-baccalaureate students, at its main campus and one satellite campus. CSUCI offers 26 undergraduate majors, 37 minors, and 12 doctorate, graduate, and credential programs.

At present, CSUCI is poised to continue to grow in size and renown, while maintaining one of the most thoroughly student-focused learning environments in public higher education. CSUCI embeds its mission in faculty-led and directed Mission Centers: the Center for Community Engagement, the Center for International Affairs, and the Center for Multicultural Engagement. Other institutes reflecting partnerships with the community, an entrepreneurial spirit, and a penchant for innovative learning environments include the California Institute for Social Business, the Henry L. “Hank” Lacayo Institute for Workforce and Community Studies, and the Entrepreneurship & Small Business Institute.

CSUCI prides itself on a pattern of identifying student and community needs, finding resources, and building programs to address those needs; a pattern that began during the 40-year effort to bring a public four-year university to the region. Two initiatives illustrating this pattern are outlined below:

- CSUCI continues to investigate and address issues affecting retention and academic success. This has led to garnering resources, primarily through grant-writing, to develop interventions. For instance, First Year Experience (FYE) integrates multiple high-impact practices: thematic critical thinking First Year Seminars taught in Learning Communities with writing-intensive English composition classes, supported by embedded peer mentors who facilitate small co-curricular Dolphin Interest Groups (DIGs) aimed at facilitating the transition to university life.
• **Student research:** Faculty have engaged undergraduate students in research activities since the first years of the University, marked by the success of CSUCI teams in the CSU Student Research Competition. In 2008, the first Student Research Symposium was celebrated; this grew into CSUCI’s annual Sage Student Research Conference: the 10th annual conference in 2018 featured research presentations by 450 students who had been guided by 50 faculty mentors. CSUCI is now known for fostering research opportunities for undergraduate as well as graduate students. For instance, a unique partnership between the National Park Service and the University is seen in the CSUCI Santa Rosa Island Research Station, providing students, faculty, researchers, and the local community with resources and opportunities to engage in natural and cultural resource-based research and education.

CSUCI’s pattern of identifying needs, securing resources, and building programs is further exemplified by the University’s embrace of CSUCI’s Hispanic-Serving Institution designation, first achieved in 2010.

**Student-Centered Learning and Student Activities**

CSUCI is a student-centered university, committed to academic excellence, civic engagement, environmental responsibility, and leadership. The student to faculty ratio is 22:1 with 162 tenure track faculty and over 300 lecturers. With a singular commitment to student success, CSUCI strives for innovative practices and excellence within the disciplines and welcomes students as active partners in a distinctive education experience. CSUCI seeks students who enjoy a campus environment where their voices and beliefs are embraced, valued, and respected. Students are educated to think critically, work in teams, and tackle problems in their community and the real world using interdisciplinary approaches. Students are embedded in the classroom as peer mentors in a variety of contexts. They conduct meaningful discussion, research, and exploration, and work closely with expert lecturers and tenure-track faculty to make a difference. CSUCI aims to graduate students possessing an education of sufficient breadth and depth to appreciate and interpret the natural, social, and aesthetic worlds, and to address the highly complex issues facing societies.

**Distinctive Aspects of CSU Channel Islands**

As the youngest campus in the CSU system, CSUCI has the unique responsibility of creatively fostering the growth in campus facilities needed to reach a target student body size of 15,000. The campus leadership has embraced a model of public-private partnerships, such as the long-term lease of the University Glen to a global real estate investment company. Another example of the long-standing community desire for and support of a public university is the engagement of the civic and business community. University Advancement and others cultivate relationships with those interested in supporting the University in a variety of ways, as demonstrated by the membership of individuals on the CSUCI Foundation Board. Some distinctions not mentioned earlier in this profile include the following.
• The University:
  • Recognized with the *Seal of Excelencia* for facilitating the success of Latinx students, 2019. Only nine institutions received this honor and CSUCI was the only institution in the State of California.
  • Ranked 9th Most Transformative University in the country based on post-graduate success of our alumni by *Time’s Money* magazine.
  • Recognized on the President’s Higher Education Community Service Honor Roll.
  • Ranked by the nonprofit *Washington Monthly* as the “Best Bang for the Buck – West” in 2018, which recognizes colleges and universities that help non-wealthy students attain marketable degrees at affordable prices.
  • Recognized as a Tree Campus USA by the Arbor Day Foundation.
  • Nursing Program ranked 12th best in the state by RegisteredNursing.Org.
  • Ranked 9th safest campus in the country by CollegeStats.org.
  • Named a “Military Friendly School” by *G.I. Jobs* magazine.
  • Created two “Z-Majors,” one of which is in Early Childhood Studies; these are majors that use quality, free, and readily available educational resources, thus eliminating the costs of textbooks associated with their majors. CSUCI is the first in the CSU System to develop undergraduate “Z-Majors.”
  • Re-accredited in 2015 by the Western Association of Schools and Colleges through 2024.
  • The Division of Student Affairs recognized by *Diverse Issues in Higher Education* as one of the “Most Promising Places to Work in Student Affairs” annually since 2015.

• Faculty and students:
  • Collaborative faculty-student research projects consistently win awards at both the state and national levels.
  • Students repeatedly dominate the top awards at the CSU Media Arts Festival.
  • Faculty have been recognized with national awards for college-level teaching, authorship, and service to their disciplines.
  • Faculty are active in grant-writing: representative grants awarded include several HSI grants and multiple NSF Noyce, CAREER, Climate Change, and REU grants as well as grants awarded by foundations and regional entities.
  • Students have won Goldwater Awards, REU placements, admission to prestigious graduate programs, and employment with desirable companies.
  • Students contributed over 40,000 hours to the community through research and other service in 2017–2018, representing an economic benefit of more than $1,200,000 to the community.
CSU Channel Islands is located in Ventura County, midway between Los Angeles and Santa Barbara on the Southern California coast. The campus sits on the eastern edge of the Oxnard Plain, nestled in the western hills of the Santa Monica Mountains, a vibrant area at the interface of urban, agricultural, and coastal California.

The main campus is a unique historical site with many original Spanish mission-style buildings. When classes began in 2002, the campus was a 634-acre facility, with one- to two-story buildings organized around two primary quads. CSUCI saw remarkable physical growth during its first decade, doubling in size to over 1,200 acres and completing more than $233 million in building and renovation projects.

University Glen, an adjacent housing community on the east end of campus, offers apartments, town homes, and single-family residences available for rental or purchase. Many University administrators, faculty, and staff make the University Glen their home. The University Glen Town Center, also located in the Glen, houses over 100 juniors, seniors, and graduate students in studio, one-bedroom, and two-bedroom apartments, and is home to the University bookstore and various eateries. For a virtual tour of campus, visit www.youvisit.com/csuci.

CSU Channel Islands’ location provides a plethora of educational and recreational opportunities. From the main campus in Camarillo, an hour’s travel by car or train brings one to the dynamic global city of Los Angeles, with its world-class museums, restaurants, performing arts offerings, and diverse communities. Santa Barbara lies less than an hour in the opposite direction. CSUCI itself is 10 minutes from downtown Camarillo. The University is set on rich agricultural land surrounded by lemon groves and strawberry and raspberry fields. Nearby features include biotech and other technology-oriented companies, a thriving arts scene, a military base, a working harbor, extensive agriculture, and world-class coastal and mountain recreation. The University has developed long-term relationships comprising everything from joint research projects to community-based service-learning opportunities with several sectors of the region.
The Division of Student Affairs (DSA) is committed to partnering with Academic Affairs to promote student success as well as to develop the academic, professional, and personal skills necessary for students to flourish at CSUCI and beyond. To achieve this, the DSA incorporates its core values into all programs and services and strives to create a learning environment that celebrates each student and staff's background, culture, and life experiences. The DSA at CSUCI is comprised of the Vice President for Student Affairs office, Associated Students Incorporated, Campus Life, Housing & Residential Education, and Retention, Outreach, & Inclusive Student Services.

Mission
Placing students at the center of their educational experience, the Division of Student Affairs supports and enhances learning and development in and beyond the University community through quality co-curricular programs, services, activities, and facilities.

Vision
To be recognized nationally as university leaders who provide students with excellent needs-based programs and services that cultivate learning, diversity, leadership, wellness, personal, and civic responsibility.

Core Values
- **Collaboration:** Cooperative or coordinated effort by a group of individuals to achieve a common goal. Collaboration is exhibited through teamwork, working together, incorporating different perspectives, sharing resources and responsibilities, communication, partnership, cooperation, group effort, open-mindedness, relationships, support, and trust.
- **Commitment:** A willful promise to do or give something or being dedicated to a person or task; an engagement or obligation that compels fulfillment and may restrict freedom. Commitment is evidenced by dedication, loyalty, hard work, persistence, duty, responsibility, determination, follow-through, being ethical, keeping a promise, being devoted, and maintaining focus.
- **Diversity:** The incorporation of many different types or ideas; the inclusion of individuals representing more than one nationality, race, religion, economic position, sexual orientation, ability status, or political affiliation, etc. Diversity is characterized by different backgrounds and perspectives, multiculturalism, open-mindedness, acceptance, appreciating and celebrating differences, variety, culture, inclusion, knowledge, respect, uniqueness, learning, and understanding.
- **Excellence:** Being characterized as outstanding or extremely good; the state of excelling. Excellence is epitomized by high-quality work, going above and beyond, being or doing the best, hard work, merit, and dedication.
- **Integrity:** The quality of being above reproach, having strong principles, and uprightness. Integrity is exemplified by honesty, ethical thought and behavior, trustworthiness, honor, loyalty, reliability, transparency, truth, values, doing what you say you will do, and doing what is right.

Campus Life
The purpose of Campus Life is to provide intentional opportunities for students to transition into the CI community; engage in purposeful co-curricular experiences that support their development; promote healthy physical, psychological, and social lifestyle choices; and empower them to be contributing members of a diverse society.

Campus Life supports the educational mission of the University through the following programs and services: Academic Advising, Basic Needs, Campus Recreation, CARE Team, Commuter Student Programs, Counseling & Psychological Services, New Student Orientation, Parent & Family Programs, Student Conduct, Student Health, Student Organizations & Involvement, Veterans Affairs, Waterfront Programs & the Channel Islands Boating Center, and Wellness Promotion & Education.
Under the general direction of the Associate Vice President for Student Affairs (AVP)/Dean of Students and as a member of the Campus Life leadership team, the Director of CAPS will provide overall management, leadership, and program direction for Counseling and Psychological Services; assist the Associate Vice President in the coordination, planning, and development of Campus Life; provide direct supervision for clinicians, administrative staff, and may supervise trainees and practicum interns (meet the team here). The Director works collaboratively with the ADA Coordinator/Title IX and Inclusion Officer and forms close working relationships with students, Campus Life staff, Division of Student Affairs staff, and other University administrators, faculty, and staff.

**Duties and Responsibilities**

- Provides the AVP with critical information and feedback on all core matters related to the success of CAPS
- Provides overall administration and coordination of the resources and activities of the clinic, including strategic planning and goal setting; identification and attainment of service objectives; resource allocation; program evaluation; counseling; outreach; consultation; and preventive mental health activities
- Develops, implements, and assesses the vision, purpose, aims, objectives, and strategies for all programs and services within CAPS
- Develops the overall counseling services’ planning, implementation, assessment, and quality improvement plan to ensure a positive experience for students, faculty, and staff with an emphasis on student development, satisfaction, and retention
- Advises the AVP on crisis-related matters, providing leadership on campus-wide behavioral health and special projects
- Assists the AVP with the creation and assessment of the Campus Life Business Continuity Plan, Emergency Operations Plan, and Resource Allocation and Management Plan
- Serves on Division and University committees as directed by the AVP (e.g., Campus Assessment, Response, and Evaluation Team (CARE), and Emergency Preparedness Team, etc.)
- Strategizes and implements best practices in the design, development, and oversight of mental health programs
- Assists the AVP with developing and implementing a strong student-centered philosophy within Campus Life
• Assists with the strategic planning process, mid-range and long-range planning, and the overall assessment and quality improvement of all Campus Life programs and services
• Serves as the administrator, lead trainer, and consultant regarding CAPS; develops and implements a series of workshops to assist students, faculty, and staff in matters of mental health
• Ensures CAPS is in compliance with all Federal, State and local laws as well as all CSU Executive Orders and Channel Islands policies, procedures, and guidelines
• Executes the preparation, planning, allocation, and management of financial resources for CAPS
• Creates the annual operating budget and implements financial management policies and procedures for the department
• Monitors and reports the financial state of the department monthly by providing past expenses, future projections, and strategic planning
• Executes the preparation, planning, allocation, and management of staff resources for CAPS
• Trains, supervises, and evaluates all clinical and administrative staff within CAPS, represented by two labor unions
• Assists the AVP with leadership and facilitation of the area’s staff orientation, leadership retreats, the on-going training and development of all Campus Life personnel
• Assists the AVP in strategizing long-range personnel plans based upon enrollment projections, anticipated revenue, and the strategic plan
• Provides limited clinical services and consultation/liaison to the University community, particularly in high risk and crisis situations
• Assists the AVP with providing leadership on special projects

Required Qualifications
• Master’s degree from a regionally accredited university in counseling psychology, clinical psychology, social work, marriage and family, or other closely related discipline required; an earned doctorate is strongly preferred
• Must hold current, valid, and unrestricted license to practice in any U.S. state; must be license eligible in California within 6 months
• Substantial experience in a clinical and/or counseling setting with the ability to serve in a supervisory capacity
• Supervised internship, supervised field placement, or equivalent as part of the requirement for the degree, which included clinical assessment, counseling and crisis intervention, preferably with a diverse college-age population
• Highly knowledgeable of the legal responsibility to report individuals at risk of harm to self/others and to maintain strict informational boundaries that in this environment are highly subject to pressure
Highly Desired Qualifications

- Demonstrated ability to administer a comprehensive counseling program to meet the needs of a diverse community
- Possess abilities and attributes that enable effective representation of mental health concerns in the campus community, and effective interaction with, and the ability to gain the respect of, counseling staff, colleagues, administrators, faculty, staff, parents and students
- Evidence of involvement and commitment to educational and professional development
- The ability to present comprehensive evidence-based information to management, faculty, staff, and student groups
- Knowledge of budgeting and forecasting for purposes of assisting in the development of a student affairs organization
- Strong team building skills
- Knowledge of National, State and local laws related to providing mental health services including FERPA & HIPAA
- Active experience with emergency management and/or behavioral/healthcare intervention activities

A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

The person holding this position is considered a “mandated reporter” under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083, revised July 21, 2017, as a condition of employment.
Academic Search is partnering with CSUCI in this search. Nominators and prospective candidates may arrange a confidential discussion about this opportunity with the consultants leading the search: Penny Gibbons (Penny.Gibbons@academicsearch.org) or Ann Die Hasselmo (Ann.Hasselmo@academicsearch.org).

To apply, a candidate should submit:
1) a detailed letter of interest addressing the qualifications as outlined in this profile, 2) a full resume/CV with relevant responsibilities and accomplishments, and 3) a list of three professional references, including names, phone numbers, and email addresses, noting the candidate’s relationship for each reference. References will not be contacted until later in the search process and only with the candidate’s permission. Please send materials as an email attachment in Word (3 separate documents) to CSUCIDirectorCAPS@academicsearch.org. The Search Committee will begin reviewing applications immediately and will continue to accept applications and nominations until the position is filled.

California State University Channel Island is an Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, or protected veteran status.
ABOUT ACADEMIC SEARCH

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