**岗位说明书——心理咨询师岗位**

所属部门：学生事务部 汇报机制: 心理中心

**岗位职责：**

1. 个案咨询，每学期个案咨询次数要求达到80次以上；
2. 负责临床基地与转介接待室的轮班值班与管理；
3. 负责日常的walk in来访与各类评估；
4. 负责疑似异常心理案例的心理平行评估，并有能力与精神科医生共同处理有需求的来访者；
5. 专业实习期内，需完成800小时临床接待，160小时访谈，20小时个体督导，120小时团体督导，完成评估后方可正式上岗；
6. 上岗后除日常咨询外，需每年完成120小时团体督导，40小时个体督导，40小时校外专业培训；
7. 每学期能独立开展专业workshop讲座次数达到3次及以上；
8. 能为国际生和交换生提供英文咨询，并提供专业团体咨询2次及以上；
9. 中心负责人交代的其他工作任务。

**必备条件：**

1.研究生及以上学历，心理学专业；

2.有过系统临床训练与督导经历（报名时请明确填写）；

3.能熟练使用中英文进行咨询；

**优先条件：**

1.临床方向及有海外学习经历者优先；

2.有精神科实习证明，及临床心理机构实习证明者优先；

3.有过管理经验者优先。

4.有注册系统证明优先

**Job Description - Mental Health Counselor**

Department: Student Affair Report to: Counseling Center

**Responsibilities:**

1. Provide individual counseling service no fewer than 80 times per semester;
2. Responsible for shifts on duty and management between clinical site and reception room for referrals;
3. Responsible for daily walk-ins and assessments;
4. Responsible for psychological parallel assessment of suspected abnormal case, able to work with psychiatrist to deal with requested counselee;
5. Must complete 800 hours of clinical reception, 160 hours of interview, 20 hours of individual supervision and 120 hours of group supervision during internship before starting working;
6. Must complete 120 hours of group supervision, 40 hours of individual supervision and 40 hours of off-campus professional training annually beside daily counseling session after starting working,
7. Provide professional workshops independently no fewer than 3 times per semester;
8. Able to provide English counseling service for international students and exchange students, and provide group counseling no fewer than 2 times per semester.
9. Other tasks assigned by the director of counseling center.

**Required Qualification:**

1. Master degree or above, major in psychology;
2. Have had experience including systematic clinical training and supervision(Please specify when applying);
3. Proficient in providing counseling service in both Chinese and English.

**Preferred Qualification:**

1. Experience of studying or working abroad is preferred;
2. Proved internship from psychiatry department or clinical psychological institution is preferred;
3. Previous experience in management is preferred.