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<b>Job Title</b>	Professional Development Counselor – Cabrini/Hunter Fellows
<b>PVN ID</b>	HC-2109-004215
<b>Category</b>	Instruction and Social Service
<b>Location</b>	HUNTER COLLEGE

**Department**

<b>Status</b>	Full Time
<b>Annual Salary</b>	\$60,000.00 - \$70,000.00
<b>Hour(s) a Week</b>	35
<b>Closing Date</b>	Apr 30, 2024 (Or Until Filled)

## General Description

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The Silberman School of Social Work (SSSW) and the Hunter College School of Nursing in collaboration with the Mother Cabrini Health Foundation invite qualified candidates to apply for the Professional Development Counselor (full-time) position in the Cabrini/Hunter Fellows Program. The Professional Development Counselor serves as the academic and intern advisor for students matriculated in Silberman's MSW Program or Hunter's graduate Psychiatric Mental Health Nurse Practitioner program. Candidates must be New York State Licensed social workers or nurses.

The Professional Development Counselor will conduct academic and intern advisement as a part of MS students' educational experience. They will provide consistent, ongoing guidance and support to ensure a successful academic outcome for students who are balancing full-time school while participating in the Cabrini-Hunter Fellows Program at Hunter College.

Please provide a cover letter, names of three references, and curriculum vitae with your application.

## Other Duties

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Roles and duties include but are not limited to:

1. Individual and group academic advisement; keeping abreast of students' academic achievement through regular contact with classroom instructors; arranging for writing workshops, tutoring, and special projects; conduct agency/health care setting field visits;
2. Bringing a high level of social media experience; identifying and posting relevant materials on virtual community of practice (VCoP); producing webinars pertinent to the Project areas of interests; familiarity with issues in mental health field community health; intersections between social work and nursing professions;
3. Liaison and advocate with administrators at the School of Social Work and the School of Nursing and

Cabrini-Hunter Fellowship Leadership.

4. Consults and acts as direct liaison with students' agencies of employment and develops and writes work study agreement for student internships;
5. Reviews student process recordings and field evaluations; conducts graduation degree audits and compliance with mental health field of practice requirements;
6. Involved with application process and selection of candidates;
7. Submits quarterly reports regarding attendance and academic process (level of service reports);
8. Provide post-graduation supports with job placement;
9. Coordinate program presentations to undergraduate students at Job Fairs, information sessions, and community meetings.

## Qualifications

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- Master's Degree in Social Work or Nursing
- Minimum of two years post-M.S.W./MS practice experience in mental health or related experience
- Social Workers with their Seminar in Field Instruction (SIFI) a plus; Nursing preceptors a plus
- Basic research data collection and analysis skills for student assessment
- Extensive experience with social media platforms
- Excellent written and verbal communication skills, including in online media
- Flexible, high-energy worker, self-directed; highly organized
- Familiarity with the mental health system
- Able to work within a complex academic environment