

**WE ARE NEW YORK'S LAW SCHOOL****Counselor and Associate Director for Community Wellness and Support**

New York Law School (NYLS), located in the heart of Tribeca, seeks a full-time Counselor and Associate Director for Community Wellness and Support. The Counselor and Associate Director for Community Wellness and Support will support the School's mission, vision, and values by exhibiting the following behaviors: competence and excellence in carrying out their responsibilities; collaboration and teamwork; support for innovation; professionalism and respect; accountability; and commitment to the NYLS community.

The Counselor and Associate Director for Community Wellness and Support plays a vital role in fostering the mental and emotional well-being of all members of the community. This position provides direct clinical services, consultation, outreach, and crisis intervention while also contributing to the development of a healthy, inclusive, and supportive campus climate. In addition to individual support, the Counselor and Associate Director for Community Wellness and Support develops and delivers campus-wide initiatives that strengthen mental health awareness, encourage early outreach for support, and connect students to appropriate resources.

The Counselor and Associate Director for Community Wellness and Support will work with the senior administrative team to provide psychosocial support to students and employees by providing counseling, managing existing mental health programs, and developing prevention programs to meet critical community needs. The Counselor and Associate Director for Community Wellness and Support will report to the Dean of Students and Executive Registrar (for student-related responsibilities), and the Vice President of Benefits Management and HR Administration (for employee-related responsibilities).

The Counselor and Associate Director for Community Wellness and Support will be responsible for supporting students and advocating for their emotional, mental and physical well-being. The Counselor and Associate Director for Community Wellness and Support will skillfully build trust and professional relationships with students and is comfortable engaging collaboratively with diverse administrative units. The Counselor and Associate Director for Community Wellness and Support engages actively with the student body through workshops, trainings, and community-building initiatives designed to reduce stigma and increase access to support.

The Counselor and Associate Director for Community Wellness and Support will also serve as a trusted resource for employees, offering programmatic guidance and referrals.

Responsibilities**Student Support and Counseling**

- Work collaboratively with senior administrators and other school staff to support student goals and educational aspirations
- Serve as a case manager to coordinate care and improve tracking and reporting
- Provide and communicate recommendations for proposed courses of action to appropriate senior administrators for distressed students
- Provide initial mental health evaluations resulting in realistic treatment recommendations and referrals
- Complete brief diagnostic assessments for needs relating to mental health or problematic use of drugs, alcohol, or other substances
- Counsel students in relation to emotional problems, anxieties, and other stressors
- Offer crisis intervention and management for students experiencing acute distress or emergencies
- Provide students with self-management skills and educational information to help with their own recovery

- Develop and implement workshops on stress management, resilience, study skills, and other topics relevant to student well-being
- Conduct risk assessments and safety planning for students in acute distress
- Provide follow-up consultation to senior administrators after critical incidents involving students

Employee Support and Engagement

- Educate employees about wellness resources, Employee Assistance Programs (EAP), and community mental health supports
- Partner with the Office of Human Resources to design and deliver training on stress management, resilience, and work-life balance
- Facilitate small group sessions, workshops, or wellness circles to support employee morale and engagement
- Offer consultation to supervisors on managing employees in distress and promoting a healthy workplace culture

Outreach, Education, and Training

- Design and implement regular wellness campaigns and awareness events for the entire campus community (e.g., wellness days, Orientation programs, stress reduction initiatives)
- Develop mental health training programs for faculty and staff to identify, respond to, and refer individuals showing signs of distress
- Create and distribute wellness resource guides that list on-campus services and community providers with insurance information
- Collaborate with student services, academic departments, and HR to integrate mental health and wellness practices, including trauma-informed systems, into broader institutional initiatives
- Deliver recurring workshops and psychoeducational programs for students throughout the academic year (e.g., stress management, resilience, academic transitions, substance use education)
- Develop targeted prevention initiatives for specific student populations (e.g., 1Ls, international students, affinity groups, students preparing for the bar exam)
- Track and report participation and feedback from outreach programs to help guide future programming

Cross-Department Collaboration

- Serve as a resource to faculty and staff regarding student behavior, classroom concerns, and trauma-informed approaches
- Coordinate regularly with Student Life, Academic Affairs, Admissions, and other departments to support early identification of students of concern

Requirements and Preferred Qualifications

- Master's degree in Social Work (MSW) from an accredited institution
- Licensed by the State of New York
- Good relationships with relevant social services
- At least five years' experience, preferably in a higher education or healthcare setting
- Experience delivering psychoeducational workshops or prevention programs
- Experience with crisis intervention and risk assessment
- Experience delivering short-term counseling focused on specific concerns and practical coping strategies

- Demonstrated experience working with diverse student populations
- Preferred: Experience with program evaluation or tracking data related to outreach and counseling trends.
- Preferred: Experience facilitating groups and trainings.
- Computer literacy
- Excellent interpersonal, oral, and written communication skills
- Excellent organizational and record-keeping skills
- Ability and willingness to work on a team
- A high degree of initiative, judgement, discretion, and decision-making skills
- Ability to respond to common inquiries or complaints from students and employees
- Ability to work in a self-motivated way
- Ability to collaborate with colleagues from other departments
- Ability to apply knowledge and research to clinical and mental health problems
- Sensitivity to the needs of diverse and multicultural constituencies, and interest and aptitude in working within a diverse community
- Flexibility to work outside regularly scheduled work hours (including evenings and weekends) as required

Compensation and Benefits

This position offers an annual salary range is \$80,000 to \$90,000. Compensation includes a competitive benefits package.

How to Apply

Please send a résumé and cover letter, including salary requirements, to Kitty Montanez, Associate Director of Human Resources, at jobs@nyls.edu.

About New York Law School

Founded in 1891, New York Law School (NYLS) is an independent law school located in Tribeca, the heart of New York City's legal, government, financial, and emerging tech centers. Known as "New York's law school," NYLS embraces the city as its classroom by complementing a rigorous legal education with an innovative and diverse set of "uniquely New York" experiential learning opportunities. Since opening its doors, NYLS has produced graduates who have gone on to hold high elected and appointed office in the city, lead large and small firms, and gain broad recognition as captains of business and industry. Its renowned faculty of prolific scholars has built the School's strength in key areas of the law, including business and financial services, intellectual property and privacy, and government and public interest law. NYLS has more than 20,000 graduates and currently enrolls around 1,100 students in its full-time and part-time J.D. programs. The School also offers an advanced-degree program in Tax Law.

New York Law School is an Equal Opportunity Employer

All qualified candidates will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national or ethnic origin, age, disability, or veteran status, or any other characteristic protected by law.