



*Call for Applications*

**Clinical Director and Faculty Lecturer of Applied Counselling Psychotherapy**  
Department of Psychotherapy and Spirituality

St. Stephen's College in Edmonton, Alberta, wishes to appoint a Clinical Director to oversee and coordinate the practicum and clinical placements of students in the Master of Psychotherapy and Spirituality (MPS) program. This is a part-time (0.4 FTE) appointment, with the possibility of flexible hours.

The appointee will be a clinician-teacher who is committed to the training of spiritually-integrated counsellors and art therapists at the graduate level. The successful candidate will have a master's degree with a minimum of five years of professional experience in counselling and/or art therapy (possession of a doctoral degree is preferred but not required).

A detailed position description (including required qualifications and experiences) is appended below.

The post is available for 15 May 2024. The deadline for application is 1 April 2024.

**Application Materials:**

A complete application will consist of a Letter of Application, CV, and three letters of recommendation. Inquiries and applications should be submitted on or before 1 April 2024 to Frederick S. Tappenden, Principal and Dean of St. Stephen's College ( [frederick.tappenden@ualberta.ca](mailto:frederick.tappenden@ualberta.ca) ).

**About St. Stephen's College:**

Nestled on the main campus of the University of Alberta, St. Stephen's College is a multifaith community that offers sacred spaces for learning and transformation. The roots of St. Stephen's reach back to 1903; the College has been affiliated with the University of Alberta since its founding in 1908 and with the United Church of Canada since its founding in 1925. A legislative Act to Incorporate St. Stephen's College (April 27, 1927; amended 1968) authorizes St. Stephen's to confer degrees in divinity. Currently, the College offers divinity degrees in Theological Studies, Psychotherapy and Spirituality, Art Therapy, and Spiritual Care. St. Stephen's is accredited by the Association of Theological Schools in the United States and Canada (ATS), with approval for Comprehensive Distance Education. The College's Art Therapy programs meet the educational standards of the Canadian Art Therapy Association (CATA).

St. Stephen's College is committed to fostering a diverse and inclusive workspace. We welcome and encourage applications from all interested candidates, and do not discriminate on the basis of ethnicity, religion, gender identity, or sexual orientation. Applications from historically underrepresented groups are encouraged. In accordance with Canadian Immigration requirements: all qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.



## Detailed Position Description

**POSITION:** Clinical Director and Faculty Lecturer of Applied Counselling Psychotherapy, in the Department of Psychotherapy and Spirituality

**APPLICATION DATE:** Applications are due by 1 April 2024 (send to Frederick S. Tappenden, Principal and Dean of St. Stephen's College ( [frederick.tappenden@ualberta.ca](mailto:frederick.tappenden@ualberta.ca) ).

**START DATE:** Effective 15 May 2024

**OTHER DETAILS:** 0.4FTE, with the possibility of flexible hours. Salary will be negotiated with the academic Dean and benefits are in accordance with the *Faculty Personnel Policies* of the College.

### **Position Overview**

The Clinical Director oversees all matters related to practicum and clinical supervision within the Department of Psychotherapy and Spirituality (inclusive of students in both the Counselling and Art Therapy streams). Chiefly, this includes student advising regarding practicum placements, providing ongoing instruction and group supervision to all practicum students, and maintaining and establishing good relations between St. Stephen's College and its many practicum sites. Teaching assignment is one section of the Counselling Practicum course (for either Counselling and Art Therapy students). The Clinical Director is a full faculty member of the College and works closely with the Co-Chairs and Department Administrator to ensure the smooth functioning of the department. The Clinical Director is a member of the Department of Psychotherapy and Spirituality Program Committee, the Faculty Council, and the Academic Senate, and is eligible to serve as the Faculty Representative on the Board of Governors. Professional registration with a regulatory body (ACTA/CCTA, CRPO, CAP, etc.) or with a counseling and/or art therapy association (e.g., CCPA, BCACC, CATA, AATA, BCATA, etc.) is required. This is a part-time (0.4 FTE) appointment. Salary will be negotiated with the academic Dean and benefits are in accordance with the *Faculty Personnel Policies* of the College.

### **Educational Qualifications, Professional Competencies, and Skills:**

- Earned doctoral degree, or earned master's degree with sufficient professional experience.
- Minimum 5 years clinical experience is required; experience in clinical supervision, teaching, and practicum site coordination, management, and development is preferred.
- Required: Ability to teach and deliver Clinical Supervision to Counselling and/or Art Therapy students.
- Required: Professional registration/certification/membership with a regulatory body (ACTA/CCTA, CRPO, CAP, etc.) or with a counseling or art therapy association (e.g., CCPA, BCACC, CATA, AATA, BCATA, etc.).
- Required: Academic and clinical training in psychotherapy/counselling and/or art therapy
- Preferred: Background and experience in spiritually-integrated practice



- The Clinical Director should possess the ability to liaise with stakeholder groups in the community (e.g., practicum partners, supervisors, Program Committee members, and the broader College community)
- Awareness of, and essential agreement with, the College's Vision, Mission, and Values
- Awareness of regulation developments within Alberta and (preferably) across the country for psychotherapists

### **Primary Responsibilities:**

The Clinical Director will:

- Advise and mentor current students on all matters related to practicum placements, including working with the Department Co-Chairs, the Dean's office, and the practicum site (if necessary) concerning disciplinary issues that might arise.
- Teach one section of the Counselling Practicum course (either PPSYC 5878 or PPSYC 5870), and work closely with other instructors also teaching concurrent sections of PPSYC 5878/5870 (note: PPSYC 5878/5870 are delivered online over a 12 month period beginning each July). Ensure that PPSYC 5878/5870 course content is up to date and reflects the changing nature of the profession of Counseling Therapy.
- Establish, develop, and co-ordinate practicum sites for Counselling and Art Therapy students
- Liaise with on-site supervisors at practicum sites
- Ensure, in co-ordination with individual students, that practicum placements meet credentialing requirements as set out by the Association of Counselling Therapists of Alberta (soon to become the College of Counselling Therapy of Alberta), the College of Registered Psychotherapists of Ontario, the Canadian Counselling & Psychotherapy Association, the Canadian Art Therapy Association, or other credentialing/certifying bodies. Depending on where each student intends to practice, the standards published by other organizations may also need to be considered. (Note: it is the student's responsibility to ensure that their practicum work meets the requirements for the licensing or registration body relevant to the jurisdiction in which they intend to practice; the role of the Clinical Director is to support students through this process.)
- Work together with the Co-Chair(s) on all matters related to practicum requirements within the Department of Psychotherapy and Spirituality. Work closely with the Principal and Dean, Faculty Council, and the Registrar's Office in matters relating to approvals, student progress, instructional procedures, and department programming developments.
- Ensure, in co-ordination with the Department Administrator, that all relevant practicum contracts and paperwork are completed and submitted to the college.
- Share with other members of the Faculty and Staff in the collegial life of the College, which includes serving on various committees (as outlined below)
- Consult with the Program Chairs on student admissions as related to practicum matters
- Attend to her/his/their need for ongoing professional development through reading, research and publication, and attendance at meetings of appropriate professional societies
- Carry out other responsibilities and duties, as assigned



### **Working Relationships:**

The Clinical Director:

- is a full member of the Faculty of the College and as such is a member of the Academic Senate and the Faculty Council. The Clinical Director is expected to attend occasional Senate and/or Faculty Council meetings, as needed. As a faculty member, the Clinical Director is also eligible (though not required) to serve as the Faculty Representative on the Board of Governors.
- is a full voting member, *ex officio*, of the Psychotherapy and Spirituality Program Committee and is expected to regularly attend Departmental Meetings and Program Committee meetings, in consultation with the Co-Chairs; the Clinical Director works with the Co-Chairs and Committee to help set program direction, policy, and promotion
- is accountable to Faculty colleagues in matters of Faculty responsibility
- is a member of the St. Stephen's staff and may attend periodic staff meetings
- may be asked to represent the College on other committees or working groups, internal or external, in rotation with other Staff and Faculty and in consultation with the Dean
- works closely with the Department Co-Chairs, the Dean's Office, the Director of Academic and Administrative Services (Registrar), and the Department Administrator

### **Accountability**

The Clinical Director:

- is accountable to the Principal and Dean in matters of teaching, student supervision, academic policy and personnel matters, according to the *Faculty Personnel Policies* of the College
- will participate in annual and other performance reviews with the Principal and Dean as needed and specified in the *Faculty Personnel Policies* of the College
- will receive support from the Department Administrator of the Department of Psychotherapy and Spirituality, and the provision of technical and communication resources as required