

## ST STEPHEN'S COLLEGE FACULTY OPPORTUNITY

### Faculty Position

**Associate Chair, Department of Psychotherapy and Spirituality – Art Therapy  
St Stephen's College – Edmonton, Alberta  
Part-time (0.6FTE or 22.5 hours week); initial two-year term**

St Stephen's College invites applications for the position of Associate Chair, Department of Psychotherapy and Spirituality – Art Therapy. The anticipated start-date is April 1, 2018, for an initial appointment of two years. The annual salary range is currently: \$53,402-\$58,393 for candidates with a master's degree, or \$70,407-\$82,937 for candidates with a doctoral degree, prorated to the part-time hours.

### Position Overview

In collaboration with the Principal and Dean, and the other Associate Chair of the Department, the Associate Chair of Psychotherapy and Spirituality – Art Therapy ("the Associate Chair") is responsible for resources, curricula, and student and faculty support for the Master of Psychotherapy and Spirituality (MPS) degree, related to its Specialization in Art Therapy, and the Post-Master's Art Therapy Certificate (PMATC) program. The Associate Chair shares responsibility for overseeing the administration, growth and development of the programs. This is a part-time position, academic rank and salary as negotiated, and with other benefits in accordance with the *Faculty Personnel Policies* of the College.

### Qualifications and Skills

Educational Qualifications and Professional Competencies:

- Academic training in psychotherapy/counselling/art therapy required; background in theology is recommended
- Earned master's degree or higher is preferred
- Experience in clinical counselling practice, active clinical membership and registration in a professional association, preferably with a supervisory qualification (*eg Canadian Art Therapy Association, Canadian Counselling and Psychotherapy Association*). *Eligibility for registration as a CCC with CCPA is preferred. Registration as an Art Therapist is required.*
- Experience in program management and development, curriculum planning, teaching, practicum coordination, thesis supervision, and clinical supervision
- Ability to multi-task, and to work to close deadlines
- Excellent written and oral communications skills, and conversance with social media tools
- Ability to liaise with stakeholder groups in the community, eg professional and academic associations (CCPA, CATA), practicum partners, examiners, supervisors, committee members
- Awareness of, and essential agreement with, the College's Mission and Values Statement.

### Primary Functions

#### **Primary Responsibilities**

Share responsibilities with the other Associate Chair, Department of Psychotherapy and Spirituality:

- Advising and mentoring current and potential students, and Associate Faculty related to the Department, including attending to disciplinary issues that might arise
- Overseeing the overall policy and program development for the MPS-AT and PMATC programs, including general administration, budgeting, and implementation
- Overseeing planning, development and staffing of projects, courses, workshops and seminars required by the curriculum standards of the MPS-AT and PMATC programs
- Managing and coordinating Practicum, Capstone and Thesis processes
- Ensuring that resources required are available to students, instructors, and Associate Faculty
- Overseeing the planning of Continuing Education events related to Art Therapy disciplines
- Managing advertising and promotion of the Department, including recruitment of students
- Ensuring that planning for the MPS-AT and PMATC programs are coordinated with wider program needs of the College
- Collaborating with other agencies and institutions as may be appropriate, including remaining knowledgeable about regulatory trends and issues affecting the Department
- Supporting and managing the Program Committee, including facilitating ongoing transformation to keep members apprised of trends and opportunities in the professional community
- Sharing with other members of the Faculty and Staff in the collegial life of the College, which may include serving on committees and being involved in constituency liaison
- Working closely with the Principal and Dean, Faculty Council, Senate, and the Registrar's Office in matters relating to approvals, student progress, and instructional procedures
- Overseeing the admissions, orientation, and graduation processes for the Department
- Managing the art studio and supervising the studio Teaching Assistants
- Attending to her/his need for ongoing professional development through reading, research and publication, and attending meetings of appropriate professional societies

- Teaching at least one course annually—or its negotiated equivalent—in the College curriculum
- Carrying out other responsibilities and duties as assigned

### **Working Relationships**

The Associate Chair:

- is a full member of the Faculty of the College, and is expected to attend regular meetings of Faculty Council, as well as emergent meetings as possible
- is accountable to Faculty colleagues in matters of Faculty responsibility
- is a full voting member, *ex officio*, of the Psychotherapy and Spirituality Program Committee and works with the Committee to help set program direction, policy and promotion
- is a full voting member, *ex officio*, of the Academic Senate, and attends Senate meetings
- is a member of the St Stephen's staff and expected to attend periodic meetings of the staff
- 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 Dean's Office, the Director of Academic and Administrative Services (Registrar), and the Executive Assistant to the Department

### **Accountability**

The Associate Chair:

- is accountable to the Principal and Dean in matters of teaching, 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 be supported by an Executive Assistant, and be provided technical and communication resources as required

### **Background**

The Department of Psychotherapy and Spirituality offers professional degrees and certificates in counselling, psychotherapy, and art therapy within a holistic health framework integrated with spirituality. Students are invited into their own process of creative exploration, healing and transformational learning. The quality of presence that is nurtured at the College prepares future clinicians, researchers and community leaders to better serve those in need. Students are trained and develop clinical and professional competencies through course and studio work, independent study, practicum placements, clinical supervision, personal therapy and thesis requirements. Graduates become professional, certified and registered members of many professional bodies (eg CCPA and CATA), and are prepared to qualify for the emerging regulatory Colleges (eg the College of Registered Psychotherapists of Ontario).

St Stephen's College is a theological college located in Edmonton, Alberta, on the main campus of The University of Alberta. The College is primarily oriented toward graduate theological education, but also offers undergraduate University of Alberta credit courses. The College has a reputation for innovation in theological education, and values flexibility, non-traditional modes of learning, an action-reflection model of education, the testing of new methodologies, collegiality, inclusive imagery, self-directed learning, and the integration of theology with the arts.

St Stephen's College hires on the basis of merit. We are committed to the principle of equity and inclusiveness in employment. We welcome diversity and encourage applications from all qualified persons, regardless of race, creed, age, sexual orientation or gender identity. Benefits include participation in the United Church of Canada pension and group insurance (health/dental) plan.

### **Application Procedure**

By or before **January 3, 2018**, submit a cover letter, resume or *curriculum vitae*, and letters or names of three professional referees (including email addresses and phone numbers). Candidates will be informed if references are being called. Submit applications by email only.

Psychotherapy and Spirituality Search Committee  
 c/o Dr. Kae Neufeld, Acting Principal and Dean  
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We thank all applicants for their interest; however, only those who are selected for an interview will be contacted. In accordance with Canadian Immigration requirements, this advertisement is directed in the first instance to Canadian Citizens and Permanent Residents.