UNIVERSITY OF SOUTHERN CALIFORNIA
Per Diem Social Worker- Restricted Use
Job Code: 187323

Grade: 00
OT Eligible: Yes
Comp Approval: 2/25/2016

**JOB SUMMARY:**
Serves on a per diem basis. Provides individual and crisis counseling services for USC students. Provides consultation services for other University departments, as requested.

**JOB ACCOUNTABILITIES:**

*E/M/NA % TIME

________  ________ Provides short-term individual psychotherapy and crisis intervention for students.

________  ________ Provides consultation services for faculty, staff and other clinicians regarding student related programs and services, as requested. Provides training when required.

________  ________ Attends and participates in staff development programs, department related conferences and administrative meetings.

________  ________ Covers on-call emergencies, as assigned.

________  ________ Serves as a Campus Security Authority (CSA) and mandatory reporter under the Clery Act based on university responsibilities. Has responsibility and is required to receive reports of crimes or criminal incidents from victims of crimes and/or third parties; notifies Department of Public Safety immediately of any reported serious crime or criminal incidents that indicates the presence of an ongoing threat to the university community; and notifies the Clery Compliance Coordinator in the Department of Public Safety.

Performs other related duties as assigned or requested. The University reserves the right to add or change duties at any time.

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.

**EMERGENCY RESPONSE/RECOVERY**

Essential: ☐ No  ☑ Yes

In the event of an emergency, the employee holding this position is required to “report to duty” in accordance with the university’s Emergency Operations Plan and/or the employee’s department’s emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.

**JOB QUALIFICATIONS:**

Minimum Education:
Master’s degree

Minimum Experience:
Minimum Field of Expertise:

Social work experience. Must be LCSW or license eligible.

Preferred Experience:

2 years

Preferred Field of Expertise:

Experience with college age population

Skills: Other:

Assessment/evaluation
Communication -- written and oral skills
Conflict resolution
Consulting
Counseling
Teaching/training

Supervises: Level:

May oversee student, temporary and/or casual workers.

SIGNATURES:

Employee: ____________________________ Date:_____________________________

Supervisor: __________________________ Date:_____________________________

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

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