

## STATE VACANCY ANNOUNCEMENT

### LOUISIANA MILITARY DEPARTMENT LOUISIANA NATIONAL GUARD

**POSITION:** Counselor – 2 positions  
#183527 / 183734

**ANNOUNCEMENT NO.** 138-2022

**SALARY:** ME-415 / Minimum \$40,768 / Maximum \$80,267 annually

**LOCATION:** LA Military Dept., Youth Challenge Program (YCP-GL), Gillis W. Long Center, Carville, La.

**OPEN:** 3 June 2022

**CLOSE:** Open Until Filled

**NOTE:** Louisiana Military Department State Vacancy Announcements and LANG-LMD-H Form10 (State Application) are posted at <http://geauxguard.la.gov/join-us/state-technician-vacancies>

**In accordance with R.S. 42:1701, if you are nominated for this position, you will be required to undergo a criminal background check prior to commencement of employment with the Louisiana Military Department.**

EMPLOYEES IN THE MILITARY DEPARTMENT UNCLASSIFIED SERVICE, PERMANENT OR TEMPORARY, ARE EMPLOYED “AT WILL” AND MAY BE SUBJECT TO TERMINATION OR EXPIRATION OF APPOINTMENT, WITH OR WITHOUT CAUSE.

1. **AREA OF CONSIDERATION:** (1) Active Louisiana National Guard Members; (2) Retired National Guard Members and Retired Military Members; (3) those eligible for Louisiana State Guard Membership.

2. **QUALIFICATIONS:** (In addition to below, see application procedures).

a. **SPECIFIC: *Required*** - Master’s Degree in School or Agency/Counseling, Social Work or Counseling Psychology. Must furnish college transcripts for both Bachelor’s and Master’s degree with application. Individual/group counseling experience. Must have excellent oral and written communication skills. Must be available for limited “on call” duty, evenings and weekends. ***Preferred*** - Experience with adolescents. Teaching experience helpful.

b. **GENERAL:** Must have a valid Driver’s License, Social Security Card and Birth Certificate. Must qualify to obtain a Common Access Card (CAC) Card. Travel may be required. Must be available to report to duty during emergency or disaster situations. Must have the ability to work and communicate effectively with agency personnel, peers, superiors, subordinates and the public.

c. **OTHER REQUIREMENTS:** The LA Military Department is a substance abuse and drug free workplace. In accordance with the Military Department Drug Testing Policy, all new employees are subject to mandatory drug testing. Thereafter, all employees are subject to random drug testing. Must meet physical requirements to perform functions of the position. Must attend/complete all LMD annual training and other training required for the position. Must adhere to the Code of Ethics and foster a Sexual Harassment-Free Environment.

3. **CONDITIONS OF EMPLOYMENT:** By submitting an application for employment with the Military Department, the applicant agrees to the following conditions of employment:

a. Salary is paid by Electronic Funds Transfer (EFT) / Direct Deposit Only. A checking or savings account is required for employment.

b. The successful applicant will be required to join the Louisiana State Guard as a condition of employment. Service in the Louisiana State Guard does not require the applicant to perform military training, periodic inactive duty (monthly drills), nor does it require deployment outside of the State of Louisiana. The applicant can expect that service in the Louisiana State Guard to be substantially the same as normal State Government working conditions.

**4. POSITION DESCRIPTION:** Responsible for a caseload of approximately one platoon or two teams of Cadets. Provide personal, career and academic counseling to an average of five clients four days a week. Each Cadet will have a minimum of five individual counseling sessions in a five month period. Document each session using a standard progress note, use a systemic filing system and maintain a counseling log of Cadet Appointments. Provide names of Cadets being referred to the Contract Psychiatrist to the Lead Counselor as deemed necessary, sit in on the initial evaluation and subsequent follow up appointments as scheduled. Lead at least two seven week counseling groups. Lead Counselor teaching in the classroom with topics such as Introduction to Counseling/Cadet Self-History, Goal Setting, Decision Making/Time Management, Anger Management, Conflict Resolution/Stress Management/Problem Solving, Alcohol and Drug Awareness, Career Planning, ASVAB Interpretation. Assist in the development of the Post-Residential Action Plan by completing allocated sections. Assist with the interviewing and selection of Cadets to include interview preparation, presentations, interviewing and selection and preparation of the Acceptance Packets. Responsible for assisting with conducting the following activities: Bully/Behavior/Goal Setting Presentation, smoking cessation, ACT Testing, ASVAB Testing, Natural Helpers Training, Career Day, Participation in Family Days, Graduation Dance and Graduation. Keep the Lead Counselor abreast of pertinent issues/situations involving Cadets, Cadet's Family or Staff. Responsible for communications with parents regarding disciplinary issues, barracks issues and other issues as they arise. Responsible for requesting leave and turning in compensatory time sheets in a timely manner. Reports any accidents to Lead Counselor. Attend and contribute to all Departmental Staff Meetings. Participate in Quad Meetings to discuss Cadet progress and develop a plan of action as necessary. Responsible to be "on call" duty for after hours and weekend emergencies as determined by the on-call schedule. The Counselor on call must respond promptly and take all calls seriously; reporting to the program to assist when needed. Upon resolution of the problem and before leaving the program, the Counselor on call should contact the Lead Counselor to discuss the problem and resolution. Perform other duties as assigned.

**5. APPLICATION PROCEDURES:** All Applicants must complete a LANG-LMD-H Form 10 (State Application) and attach a legible copy of their Official Birth Certificate, Driver's License and Social Security Card. Resumes are optional and will not be accepted unless they are submitted with the LANG-LMD-H Form 10 (State Application). **The LANG-LMD-H Form 10 (State Application) is located at <http://geauxguard.la.gov/wp-content/uploads/2016/10/LMD-H-Form-10-State-Application-pdf-10-25-2016NEW.pdf>.** Application(s) must be submitted to the appropriate LMD Human Resources by the close date, no later than 4:00 p.m.

Mrs. Charlie Gandy  
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