



STATE OF LOUISIANA
invites applications for the position of:

Counselor
#50577371

An Equal Opportunity Employer

ANNOUNCEMENT NO. 059-2023

OPENING DATE: March 28, 2023

CLOSING DATE: Open Until Filled

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

JOB TYPE: Unclassified

LOCATION: JCP-Gillis W. Long Center, Carville LA

BENEFITS:

Retirement: Louisiana State Employees' Retirement System (LASERS) with employer contribution & Optional Retirement Savings Account

Insurance: Medical & Optional Dental & Vision

Paid Holidays: 9 days per year

Paid Annual Leave: 12 days per year with increases based on tenure

LOUISIANA
NATIONAL GUARD



Louisiana Military Department

Job Challenge Program

Gillis W. Long Center



The Louisiana Military Department is an Equal Opportunity Employer and State as a Model Employer (SAME) to promote diversity and inclusion in the workplace.

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.

POSITION DESCRIPTION:

Provide mental health and career counseling to trainees during the residential phase of the program. Counselor is required to meet with each trainee a minimum of once monthly. Respond to counselor requests from trainees in a timely manner. Complete Monthly Reports with each trainee to be sent to appropriate YCP camp. Counselor will be expected to keep complete records on each trainee in his/her assigned caseload and ensure files are stored under a double lock. In addition to session notes, the counselor will keep a log of all counseling appointments to be turned in to Lead Counselor at the end of each cycle. Complete intake assessment with each trainee during Orientation Week. Teach Guidance Classes (Conflict Resolution/Effective Communication, Stress Management, Bullying Prevention, Mental Health, Substance Abuse). Coordinate passes for the Trainees (Home Pass, Medical, Funeral, etc.). Attend weekly department staff meetings, professional workshops and seminars. All Counselors and Licensed Social Workers are required to receive a set amount of CEUs annually. Communicate as often as possible with cadre, placement and instructors. Prepare for, attend and participate in graduation and general assemblies. Responsible for maintaining communication with parents throughout the cycle. Keep the Lead Counselor abreast of pertinent issues/situations involving trainees, trainee's family and/or staff.

Participate in staff meetings and trainee synchronization meetings on behalf of the Counseling Department if Lead Counselor is absent. Facilitate support groups for substance abuse as needed. Responsible for requesting leave and inputting compensatory time in a timely manner. Counselor will be available for limited "on call" duty, evenings and weekends. Report any accidents to Lead Counselor. Perform other duties as assigned.

POSITION QUALIFICATIONS:

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.

ADDITIONAL INFORMATION: To become an employee of the Louisiana Military Department/Louisiana State Guard, the selected applicant must pass a pre-employment background investigation and pre-employment drug test. Selected candidate must maintain a valid driver's license and must be willing to work a flexible schedule when needed which may include some evenings, weekends, or additional hours. Limited travel may be required.

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 but must be submitted with the LANG-LMD-H Form 10 (State Application).

- 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 point of contact below by the Close Date, no later than 4:00 p.m. CST:

Mrs. Christine Zeller
LMD-HR (Gillis W. Long Center), 5445 Point Clair Road, Carville, La.
E-mail: christine.r.zeller.nfg@mail.mil
Office: (225) 319-4909