



**STATE OF LOUISIANA**  
**invites applications for the position of:**  
**Counselor**  
**#183523**  
An Equal Opportunity Employer

**\*ANNOUNCEMENT NO. 022-2024 *AMENDED***

**OPENING DATE:** January 26, 2024

**CLOSING DATE:** Open Until Filled

**SALARY:** ME-415 /\$46,842 - \$84,302 annually

**JOB TYPE:** Unclassified

**LOCATION:** YCP-GL, 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: 10 days per year, additional  
holidays may be proclaimed.

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

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



Louisiana Military Department

**Youth 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.**

**Intervene in and reclaim the lives of 16-to-18-year-old at-risk youth, producing program graduates with the values, life skills, education, and self-discipline necessary to succeed as productive Louisiana citizens.**

Opportunities for advancement, salary increases, and professional leadership training translate to an effective team member with the potential to transform lives.

**WHO WE ARE:**

*YCP is a voluntary program that target youth who are at risk of not completing high school. We provide an environment for youth so they may focus on completing academic goals while enhancing personal strengths and resiliency. Our program provides a structured environment and teaches discipline, self-control and motivation. We develop the whole person by focusing on 8 core components that support each cadet's personal development: academic excellence, life coping skills, job skills training, responsible citizenship, leader/followership, health & hygiene, physical fitness and service to community.*

**POSITION DESCRIPTION:**

Responsible for a caseload of approximately one platoon or 2 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 5 individual counseling sessions in a 5 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 Cadet's 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, interview presentations, interviewing of cadets, and selection of cadets after interviews are complete and preparation of the Acceptance packet. Responsible for assisting with/conducting the following activities: Bully/Behavior/Goal Setting Presentation and Smoking Cessation, ACT testing, ASVAB Testing, Natural Helpers Training, Career Day, participation in Family Day's, the 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. Attends and contributes at Departmental Staff Meetings. Participate in Quad Meetings to discuss cadet progress and develop a plan of action as necessary. Responsible to be on "on call" duty for after hours and weekend emergencies as determined by the on-call schedule. The counselor on call should 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.

**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:** 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.

**OTHER REQUIREMENTS:** 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.

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

- Salary is paid by Electronic Funds Transfer (EFT) / Direct Deposit Only. A checking or savings account is required for employment.
- The LA Military Department is a substance abuse and drug free workplace. 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. Thereafter, all employees are subject to random drug testing.

**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@army.mil](mailto:christine.r.zeller.nfg@army.mil)  
Office: (225) 319-4909