



Director of Counseling & Psychological Services

Position Profile



About Hamilton College

Chartered in 1812 after being founded in 1793 as the Hamilton-Oneida Academy, Hamilton College is among the three dozen oldest colleges in the United States. For more than 200 years, Hamilton has been preparing students for lives of meaning, purpose, and active citizenship on a beautiful campus that blends historic buildings and traditions with modern facilities and resources. Hamilton offers 44 majors (concentrations) and 58 total areas of study to its 2000 students in a fully residential environment.

As of 2025, Hamilton College is ranked #14 for National Liberal Arts Colleges and is among the most selective colleges in the country: 13.5% of applicants to the Class of 2028 were accepted. The College takes seriously its motto “Know Thyself,” offering students what few places do: the promise of discovery and the rare opportunity to become the architects of their own intellectual development in an open curriculum. In two generations, Hamilton has created, out of the heritage of the liberal arts, a socially and intellectually diverse college community.

Hamilton’s 1,350-acre campus is situated on a hilltop overlooking the safe and picturesque village of Clinton, N.Y. The College is eight miles southwest of Utica (pop. 65,000), 45 minutes east of Syracuse, one hour from the Adirondack Park to the northeast, 90 minutes west of Albany, three hours from Niagara Falls, and four hours from Boston or New York City.

Division Leadership

As Vice President and Dean of Students, Chris Card leads the staff of the Division of Student Life with a focus on student leadership and engagement, intellectual and personal growth, a safe living and learning environment, and community building activities. A seasoned student affairs leader with extensive experience managing student programs and services, he previously served Lawrence University as Vice President for Student Life, where he was responsible for residential life, wellness initiatives, career services, and more. During his time at Lawrence, he helped improve emotional well-being programs, secured funding for student support services, and promoted diversity and intercultural engagement. His focus has always been on supporting student success and creating inclusive campus communities.

Prior to his role at Lawrence, Dean Card held positions at Trinity College, including dean of students. He earned a B.A. from Clark University and an M.A. in Law & Diplomacy from Tufts University's Fletcher School. Known for his empathetic approach and strong collaboration skills, he is dedicated to building supportive environments that promote student growth. Reporting directly to President Steven Tepper, Dean Card works closely with campus stakeholders to enhance student services while fostering a diverse, inclusive community.

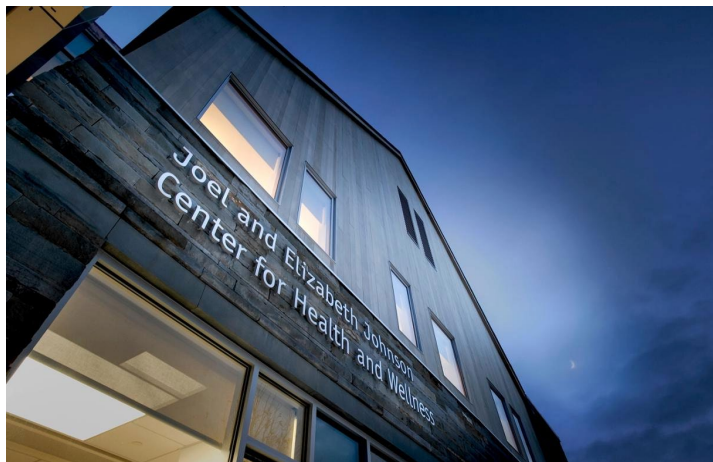
Counseling Center

Hamilton College is deeply committed to fostering a holistic and inclusive approach to student well-being. The Counseling Center embraces a wide range of embodied therapeutic modalities, reflecting the College’s belief in honoring the full complexity of the human experience. With a strong emphasis on confidentiality and ethical

care, the Center's diverse team of clinicians brings varied therapeutic styles and perspectives to their work, and prioritizes understanding and connecting across differences in identity, lived experience, and values. This commitment to inclusive, student-centered care is foundational to the College's mission of supporting personal growth and community well-being for Hamilton's overall student body.

To meet the needs of students, the Counseling staff offers a wide variety of services, including:

- Group Therapy
- Initial Consultations
- Individual Therapy
- Wellness Services
- In-the-Moment Support
- Psychiatric Services
- Dietitian Services
- Crisis Services



The Opportunity

The Director of Counseling and Psychological Services leads initiatives that provide mental health, developmental, and educational services to a student body of approximately 2,000 full-time residential students at a highly selective liberal arts college. A key aspect of this role is providing direct supervision and leadership for approximately 10 staff members, which includes an office manager, a full-time assistant director, three full-time psychologists, four part-time employees, and two part-time psychiatrists.

Reporting to Jeff Landry, the Associate Vice President for Student Affairs, the Director also works collaboratively with the Director of the Health Center in supporting a culture of student wellness across the student body. The Director administers all clinical, operational, and financial aspects of the department while also carrying a clinical caseload. The Director is expected to serve on various committees, including the Hamilton Cares Committee, the Bias Incident Response Team, and the Division of Student Life Leadership Team, and to participate in an emergency on-call rotation for the department.

Duties and Responsibilities

Administrative:

- Oversee the operation of the Counseling Center.
- Provide supervision for all staff members.
- Maintain ethical and legal standards for the office staff.
- Represent the office on various committees within the Division of Student Life (e.g., HCC, Deans and Directors).
- Create and manage departmental budgets.
- Represent the office as director at state and national conferences.
- Provide and deliver annual performance assessments for staff.
- Communicate with off-campus therapists regarding student returns from Medical Leaves of Absence and advise members of the Dean of Students Office about the results of these communications.

Clinical:

- Maintain a reasonable caseload, in light of administrative responsibilities, to preserve a clinical connection with students.
- Provide group counseling, psychotherapy, and educational programs consistent with student interest, counselor interest, and availability of time.
- Complete case notes in a timely manner.
- Attend and participate in individual supervision meetings weekly.

Crisis Response:

- Participate in department on-call rotation.
- Follow up on crisis calls as needed and communicate with other individuals impacted by these situations as appropriate while considering ethical guidelines.
- Communicate with Counseling Center staff regarding crisis calls.
- Complete case notes on all crisis intervention calls.

Consultation:

- Consult with the Dean of Students Office, parents, faculty, coaches, Community Living staff, and other campus stakeholders as appropriate.

Outreach and Educational Programs:

- Provide outreach and educational programs upon request and as needed for campus constituencies.
- Actively participate in Community Advisor training.

Administrative Duties:

- Advise student groups as feasible, given time constraints.
- Serve on committees as time allows.

Professional Development and Ethics:

- Collaborate with colleagues in the Counseling Center cooperatively and respectfully.
- Cooperate with the efforts of the Division of Student Life when possible.
- Maintain awareness of legal and ethical considerations in the professional practice of psychology and always practice according to applicable laws and guidelines.

Qualifications

- PhD/PsyD in Clinical or Counseling Psychology.
- New York State licensure or ability to obtain a New York State license within 90 days of employment.
- At least 5 years of experience in a college or university counseling center.

Key Criteria

The following key criteria outline the qualifications, experiences, and leadership qualities Hamilton College seeks in its next Director of Counseling and Psychological Services:

Extensive Clinical Leadership Experience in a Higher Education Context

- Proven track record working on a college campus, coupled with experience supervising clinical staff.
- Understands the unique pressures of students' mental health needs in a rigorous, fully residential academic environment.
- Skilled in crisis management and handling acute situations for a college student population.
- Leads with professionalism while building meaningful relationships across campus and securing buy-in for the center's mission.

Strategic Administrative Expertise

- Comfortable balancing administrative responsibilities with clinical engagements to maintain student connection and provide supervision.
- Ensures a data-driven approach to service delivery and resource allocation.
- Maintains a pulse on national mental health trends to bring an informed perspective and innovative approaches to student care.
- Values and leverages the skillset of the clinical team through operational support and clinical supervision.
- Collaborates with multiple departments and supports training initiatives for campus partners, e.g. Campus Safety, Health Center, Community Living, Athletics, etc.

Relational, Inclusive, and Culturally Competent Leadership

- Builds trust through openness, consistency, and strong communication, while operating with authenticity and confidence.
- Demonstrates an approachable, accessible leadership style in keeping with Hamilton's relational culture.

- Committed to fostering diverse representation among the clinical staff, while demonstrating cultural competency in service to a highly diverse student population.
- Treats individuals with respect and humanity; fosters a collaborative team mindset beyond departmental boundaries.
- Calm, thoughtful, and adaptable under pressure; comfortable working in ambiguity.

Search Process:

Hamilton has retained Stanton Chase, an executive search and leadership advisory firm, as its search partner. Please direct expressions of interest and nominations to DC_HamiltonCounseling@stantonchase.com. For full consideration, candidates should submit their CV/resume and a cover letter addressing the themes outlined above by no later than December 15, 2025.

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Statement on Non-Discrimination:

Hamilton College is a coeducational, residential, liberal arts college whose members value and seek intellectual and cultural diversity. The College encourages respect for political, religious, ethnic, racial, physical, generational, intellectual, sexual and affectional differences. Such respect promotes free and open inquiry, independent thought and mutual understanding.

Hamilton College performs a thorough background screening on all candidates seriously considered for employment. Prior employment and degree verifications, if applicable, will be performed prior to the extension of any job offer. Additional background checks will be performed, depending on the position.

The College complies with all relevant state and federal laws on non-discrimination. The Director of Community Standards, Hamilton College, Clinton, NY, 13323 (315-859-4020, titleix@hamilton.edu) is responsible for coordinating College compliance with Title IX of the Education Amendment of 1972 and for procedures for addressing sexual misconduct and harassment on the basis of gender.