

**University of Richmond**  
**Counseling and Psychological Services**  
**Advanced Graduate Trainee/LPC Resident**

The University of Richmond is a highly selective, private, liberal arts institution located in Richmond, Virginia with an undergraduate population of approximately 3,000 students. The institution is on a 350-acre suburban campus, located just 90 miles from Washington D.C., and has a unique college system. You can learn more about the University of Richmond [here](#).

**Position Type:** Part-Time

**Position Qualifications:**

- Enrolled in Graduate training program – either Master’s or Doctoral program in Counseling or Psychology OR recent graduate earning hours for LPC residency
- Experience providing individual counseling to young adults for at least one semester (4-5 months)

**Hiring Period:**

- Early August to early-May (depending on beginning and end of school year)

**Compensation/Benefits:**

Compensation during Hiring Period (Academic Year):

- \$4,000 stipend
  - Payments of \$2,000 made at end of fall semester (December) and end of spring semester (May)
- Office space and computer access during scheduled days
- Access to Weinstein Center for Recreation and Wellness, Boatwright Memorial Library, and University museums
- Free Parking Space

**Position Expectations and Responsibilities:**

The training requires approximately 16-20 hours per week and includes the following weekly responsibilities/training activities:

- 8-10 hours of individual counseling
- 1-2 hours of intake assessments
- 1-2 hours of co-facilitating psychoeducational programs and/or process groups
- 2 hours of clinical supervision (1 individual, 1 group)
- 1 hour of rotating training and multicultural seminar
- Attending to clinical documentation

During the Training year at CAPS, trainees are also required to:

- Record and review clinical sessions in individual and group supervision
- Present on a clinical case to gain experience with case presentations
- Provide one outreach per semester (tabling, presentation, etc.)
- Follow CAPS and training program policies and procedures

- Participate in mid-term, mid-year, and end-of-year evaluation sessions

Recommended activities include (when schedule allows):

- Participate in CAPS weekly case conference
- Health and Well-Being unit and Student Development events
- Campus wide Diversity, Equity, and Inclusion initiatives (book discussions, weekly Intersections meetings, etc.)

**Application:**

- Please complete the online application at [caps.richmond.edu/training](https://caps.richmond.edu/training), attaching all of the following:
  - Cover Letter, specifically addressing your desire to work at UR with college students
  - CV/Resume
  - Two letters of recommendation, specifically addressing strengths, growth areas, and readiness for clinical work

**Contact Information:**

Questions? Please contact Dr. Rachel Koch, Assistant Director of Training for Counseling and Psychological Services, at [rkoch@richmond.edu](mailto:rkoch@richmond.edu):