

## **Mental Health Professional I**

*Certified Position – 8883*

<u>Salary</u>	<u>Days</u>	<u>Reports to:</u>
Per Salary Schedule	Up to 195 days	Assistant Superintendent

### SCOPE OF RESPONSIBILITIES

Promotes the mental health and wellness of students by assuming responsibility for providing evidence-based interventions at the individual and group level for schools; Promotes family engagement, coordinates resources and supports with community partners for the district; Provides training for staff, participates in collaborative problem solving and consultation for school leaders and teachers.

### PERFORMANCE RESPONSIBILITIES / ESSENTIAL FUNCTIONS

- Ability to work with students Kindergarten – 12<sup>th</sup> grade
- Provide strategies and techniques to reduce mental health barriers to learning
- Provide assistance to students, parents, and faculty as needed in the area of mental health issues
- Acts as a resource for student and parent education
- Ability to act as Team Leader for the District Crisis Response Team.
- Complete Suicide Risk Assessments and Threat Assessments.
- Counsel school personnel to identify students of mental health needs and the proper guidelines for referring students for services
- Assist groups in planning, developing, and implementing a variety of programs to educate and promote a healthy lifestyle
- Maintain contact with students who receive out-of-school agency treatment; ensure follow-up with students
- Maintain a current list of appropriate local mental health and behavior treatment providers
- Consult with families regarding preventive therapy resources
- Participate in regularly scheduled meetings with team members, administrators, and other staff members to maintain current knowledge of programs and effectiveness within the school district
- Assure compliance with federal, state and district policy, administrative procedures and negotiated agreements as applicable to assignment.
- Analyze situations accurately and implement an effective course of action (i.e., completion of intake and assessment, utilizing diagnostic tools, treatment plan development and discharge, making formal diagnoses (if applicable to certification), etc.)
- Work independently

- Maintain current knowledge of program rules, regulations, requirements and restrictions, including management of all medical and/or therapy records/notes in accordance with HIPPA regulations.
- Prepare, deliver or assist with training opportunities as appropriate
- Prioritize, plan and organize work to meet schedules and timelines
- Demonstrate a positive attitude and act as a positive role model for staff and students
- Must demonstrate a desire to see all students learn and succeed
- Communicate effectively both orally and in writing
- Protect confidential information
- Perform related duties as assigned by the Assistant Superintendent

CLINICAL SKILLS / EXPERTISE AS REQUIRED:

1. Experience/skill working with children/adolescents.
2. Knowledge and diagnostic skills using the DSM V for appropriate interventions.
3. Current knowledge and ability to use therapeutic strategies to address mental health and/or substance abuse issues (i.e., Behavioral, CBT, DBT, Solution-focused, etc).
4. Interpretation of psychological evaluations and other behavioral/emotional measures to assist in diagnosis and treatment strategies.
5. Basic knowledge of substance abuse identification and treatment/intervention options.
6. Ability to network with multiple community resources.
7. Support group and group therapy skills.
8. Record-keeping skills that assist in treatment planning, progress evaluation, referrals, and determining when treatment is complete.
9. Knowledge and integration of applicable sections of the Kentucky Revised Statutes / Kentucky Administration Regulations and other applicable laws.
10. Shall possess and utilize skills in the following areas:
  - a. The helping relationship, including counseling theory and practice
  - b. Human growth and development
  - c. Lifestyle and career development
  - d. Group dynamics, process, counseling, and consulting
  - e. Assessment, appraisal, and testing of individuals
  - f. Social and cultural foundation, including multicultural issues
  - g. Principles of etiology, diagnosis, treatment planning, and prevention of mental and emotional disorders and dysfunctional behavior
  - h. Research and evaluation
  - i. Professional orientation and ethics
  - j. Assess, diagnose, and treat students

MINIMUM QUALIFICATIONS

1. Bachelor's Degree in one of the following areas: counseling, human services, psychology, school counseling, etc.
2. Minimum one year of clinical or school-based counseling experience

PREFERRED QUALIFICATIONS

1. Licensed Professional Clinical Counselor, or Licensed Professional Counselor Associate, or Certified Social Worker, or Licensed Clinical Social Worker, or School Counselor Certification, or Licensed Clinical Psychologist, or any equivalent license or certification.

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