

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
Department of Human Resources

CERTIFICATED JOB DESCRIPTION
MENTAL HEALTH COUNSELOR – SPECIAL EDUCATION

DEFINITION

Under the general direction of the Director of Special Education or designee, it is the role of the Mental Health Counselor to provide school-based mental health services to students attending Special Education Positive Behavior Support programs. The Mental Health Counselor shall work with teachers and staff to support successful student classroom participation. This position requires specialized subject matter expertise in mental health counseling, special education, threat assessments and behavior modifications. The counselor shall perform other related functions as required.

DISTINGUISHING CHARACTERISTICS

This position classification requires knowledge, experience, and skill in the areas of mental health counseling, special education, threat assessment, behavior interventions and crisis response. The position requires decision-making and problem-solving with an understanding of local, state, and federal laws and mandates. The Mental Health Counselor meets with students, parents, school administration, teachers, and other staff. Positive Behavior Support programs are essential for students to achieve optimal personal growth, acquire positive social skills and values, and realize full academic potential.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

EXAMPLES OF DUTIES

- Provides direct counseling services for individuals and groups of students at school sites on a regular basis, and as needed;
- Participates in staff development for school site teachers, DIS providers and Instructional Assistants;
- Participates in crisis response team as needed;
- Facilitates social skills and self-regulatory student groups;
- Assists teachers in developing and implementing behavior interventions;
- Makes home visits, as appropriate;
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

1. Current special education and counseling programs including CPI Training and Crisis Response training,
2. Threat assessments, and experience in performing such assessments,
3. Social skills and self-regulated curriculum,
4. Counseling practices and techniques for children.

Skills/Abilities:

1. Significant, directly-related and progressive experience as a counselor, including working with children,

2. Demonstrated knowledge and experience with programs such as CPI Training and Crisis Response training,
3. Ability to work collaboratively with multi-disciplinary teams,
4. Communicate effectively, in oral and written form, with staff, students, and parents,
5. Lead social skills and self-regulated groups,
6. Utilize technology effectively, using word processing, spreadsheet, database and presentation software.

EDUCATION AND EXPERIENCE

A Pupil Personnel Services School Counseling credential is required.

Education:

Equivalent to the completion of an earned Master's degree or higher in education, special education, psychology, counseling and guidance, social work, or a closely related field.

Experience:

Minimum of three (3) years of successful experience as a school counselor or mental health clinician is required. CPI Training and Crisis Response Training preferred.

CERTIFICATIONS, LICENSES AND CONDITIONS

Certification Requirement

Possession of a valid Pupil Personnel Services (PPS) – School Counseling credential.

License Requirement

Possession of a valid Motor Vehicle Operator's License.

Condition of Employment

Insurability by the District's liability insurance carrier.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS:

- Candidates must be able to perform essential duties with or without reasonable accommodation.
- This is a sedentary position classification with light work that involves sitting a portion of the time, and includes walking and standing for extended periods.
- Requires the mobility to stand, stoop, balance, reach, kneel and bend. Requires mobility or arms to reach and dexterity of hands and fingers needed to operate a computer keyboard.
- May require the need to push, pull or lift up to 50 pounds.
- The job also requires the accurate perceiving of sound, near and far vision, depth perception, handling and working with educational materials and objects, and providing oral information and direction.
- May be required to provide approved CPI restraints.

This position will have a work year of 193 days, and be compensated based on the SMMUSD Certificated Teaching/Counseling Salary Schedule.

Job Description Board Approved: _____