

MONTEREY PENINSULA UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION
SCHOOL MENTAL HEALTH THERAPIST

CLASSIFICATION: Classified Employee
SALARY LEVEL: School Mental Health Therapist Salary Schedule
WORK YEAR: 188 Days

JOB DEFINITION:

The Mental Health Therapist works with youth and their families to provide highly skilled psychological casework services, counseling and treatment for identified students in the school setting. The School Mental Health Therapist will also provide consultation services to the school staff to support the overall mental health goals of the school within the district's adopted Multi-Tiered System of Supports (MTSS) and Positive Behavioral Interventions and Supports (PBIS) framework.

SUPERVISOR:

School Principal and/or Assistant Principal
School Mental Health Clinician

QUALIFICATION REQUIREMENTS

To perform the job successfully, an individual must be able to satisfactorily perform each essential duty. The requirements listed on the job description are representative of the knowledge, skills and abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

EXAMPLES OF DUTIES:

The position includes but is not limited to the following list of representative duties:

Essential Duties:

- Interviews students and families and compiles social case histories.
- Maintains regular contact with the parent/guardian of each client (if appropriate)
- Completes treatment plans, treatment plan updates, consent for mental health services authorizations and all documentation requirements
- Prepares behavior plans
- Interprets and explains factors pertaining to mental illness
- Refers students to appropriate agencies and cooperates with other agencies in collaboration treatment
- Conducts group therapy as necessary
- Consults with school staff regarding school-wide behavior supports
- Identify and provide intervention strategies for children and their families, including case management and crisis intervention
- Coordinate Parent Education Opportunities
- Coordinate, collaborate and consults with Positive Behavior Intervention Team members.
- Attends related meetings and trainings as appropriate
- Provide relevant staff with trainings on how to provide district adopted social emotional learning curricula in the classroom
- Participates in the collection of mental health information and student outcomes data to be used for monitoring the overall performance and effectiveness of services provided
- Provides complete and timely documentation to support services rendered

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Essential Duties: continued

- Participates in PBIS Tiered II supports for students with identified attendance, behavioral and emotional challenges aligned to the school's Multi-Tiered System of Support (MTSS) and Positive Behavioral Interventions and Supports (PBIS) framework
- Serves as member/consultant to the assigned school's MTSS and PBIS team
- Other duties as assigned

Other Related Duties:

- Performs other related duties as may be assigned by the assigned School's Principal and/or Director of Social Emotional Support

PHYSICAL EFFORT AND WORK ENVIRONMENT

- Physical, mental, and emotional stamina to perform the duties and responsibilities of the position.
- Mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.
- Manual dexterity sufficient to write, use the telephone, computer, calculator, and office machines at required speed and accuracy.
- Vision sufficient to read handwritten and printed materials, and the display screen of various office equipment and machines.
- Hearing sufficient to communicate in person and hold telephone conversations in normal range (approximately 60 decibels).
- Speaking ability in an understandable voice with sufficient volume to be heard in normal conversational distances on the telephone and addressing groups.
- Physical agility to sit, stand, kneel, walk, push/pull, squat, twist, turn, bend, stoop, and to reach overhead.
- Physical stamina sufficient to sustain light physical labor for up to 8 hours, sit and/or walk for prolonged periods of time.
- Physical mobility sufficient to move about the work environment (office, district, school site to site) for sustained periods of time on hard flooring, climb slopes, stairs, ramps, and to respond to emergency situations.
- Physical strength sufficient to periodically lift and/or carry 25 pounds of materials or supplies.
- Occasionally push and/or pull a variety of tools, equipment, or objects weighing 80 or more pounds.
- Typically indoors work environment.

REQUIRED QUALIFICATIONS:

Education:

- Master's Degree in psychology, social work, counseling or other human services related degree

Experience:

- Previous experience working effectively with culturally and linguistically diverse groups
- Previous experience working with children, adolescents and families

Licenses and Certificates:

- Registration with the California Board of Behavioral Sciences and working towards completing hours for clinical licensure of either a Licensed Clinical Social Worker (LSCW), Marriage and Family Therapist (LMFT), or Licensed Professional Clinical Counselor (LPCC) or have already obtained clinical licensure.

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Ability to:

- Use strategic and analytical thinking skills and the ability to apply deductive reasoning and draw valid conclusions in order to solve problems and facilitate decision-making processes
- Ability to continuously seek quality service and process improvements in order to support a mission and strategic vision
- Establish and maintain cooperative relationships with students, program personnel, parents, co-workers, and the public
- Communicate effectively in the English language, both orally and in writing
- Understand and be sensitive to those of culturally and linguistically diverse backgrounds
- Understand and carry-out assigned work with minimal supervision
- Take responsibility to use good judgment in recognizing scope of authority
- Prepare and maintain statistical records and reports
- Learn and use technology and computer software applications as appropriate to the work environment
- Learn, plan, formulate and execute federal, state, District and departmental policies, procedures and directives in accordance with assigned duties
- Maintain confidential clinical records, including intake assessments, treatment goals and plans, progress notes and case closures.
- Possess a California driver's license and be insurable

DESIRABLE QUALIFICATIONS:

- Experience working with culturally and linguistically diverse groups.
- Successful experience in areas of conflict resolution.
- Ability to use a consultative approach to resolving work related issues.
- Ability to communicate in Spanish in addition to English
- Previous experience in school-based counseling

Approved by the Board of Education

May 24, 2016