

JEFFERSON UNION HIGH SCHOOL DISTRICT

CLASS TITLE: WELLNESS COUNSELOR

BASIC FUNCTION:

Under the direction of site and district administration, Wellness Counselors support the academic, physical, social and emotional growth of Jefferson Union High School District students.

Wellness Counselors serve as liaisons between students, their families, school staff, and the community. They work on behalf of students who live with barriers that impede educational progress. Wellness Counselors work directly with students who experience difficulties in educational achievement due to social/emotional, adjustment and/or attendance issues. They provide direct clinical and case management services to students and parents, and provide consultation and in-services to school site personnel. Wellness Counselors strive to ensure equity and access for all students. Wellness Counselors collaborate with staff on prevention and wellness-related activities.

REPRESENTATIVE DUTIES:

General Responsibilities:

- Work with staff, students, guidance counselors and school psychologists in providing resources, prevention and intervention services to students and families.
- Keep confidential records on students in accordance with legal and professional requirements.
- Communicate and consult with administrators, guidance counselors, staff, and parents/guardians on a discretionary basis (under guidelines of the confidentiality laws) to protect the needs, rights and concerns of students.
- Collaborate and consult with administrators and staff to implement and monitor behavioral interventions
- Participate in on-site activities such as: faculty meetings, counseling department meetings, IEPs, 504s, SAT, SSTs and staff development.
- Referrals to inpatient/outpatient treatment programs, community agencies and mental health professionals.
- Provide individual and group mental health counseling to students; confer as needed with parents, teachers, and others regarding student mental health needs.

Specific Services:

- Crisis Intervention including:
 - Mandated Reporting
 - Referral to mental health professionals and/or treatment programs
 - Liaison with local law enforcement agencies
 - Initiate 5150 assessments
 - Participate in crisis response team meetings
 - Homeless, runaway and foster youth services and support
- Short Term Counseling including:
 - Individual, family and group counseling
 - Conflict resolution and mediations
- Wellness Coordination including:
 - Collaborate with school administration to foster a positive and healthy school climate
 - Create and implement whole school wellness programs
 - Conduct staff development
 - Conduct community presentations

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Identification, assessment, intervention and referral relative to:
 - Teenage depression and suicide
 - Mental illness
 - Substance abuse
 - Physical, emotional, and sexual abuse
 - Personal and family crisis situations
 - Death, dying and grieving issues
 - Adolescent issues
 - Bullying prevention
 - Gender and sexuality identity
 - Other crisis intervention
- Trends and practices of the counseling profession.
- Potential barriers to educational progress and student wellness.
- Restorative justice practices
- Applicable laws, codes, regulations, policies and procedures, including mandated reporting.

Ability to:

- Maintain accurate student records.
- Assemble, organize and prepare data for records.
- Operate standard office equipment including a computer and assigned software.
- Understand and follow oral and written instructions.
- Communicate effectively both orally and in writing.
- Establish and maintain effective working and cooperative relationships with

others.

- Maintain appropriate daily, punctual attendance.
- Work under pressure, independently, with frequent interruptions and limited supervision.
- Utilize the District's Student Information System to locate students, keep conference notes, review student progress, and access student and parent portals.
- Understand, be sensitive to, and respect the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disabilities and sexual orientation of students, faculty, administrators and staff.

OTHER DUTIES:

Perform related duties as assigned.

EDUCATION AND EXPERIENCE:

- Masters Degree in Counseling, Psychology, or Social Work with course work and/or experience in adolescent mental health and wellness
- Pupil Personnel Services Credential (PPS) or candidate must be currently enrolled in a post-masters PPS program and have a (PPS) Intern Credential
- LMFT/LCSW/LPCC preferred or candidate must possess AMFT/ACSW/APCC number

WORKING CONDITIONS:

Environment:

Classroom and office environment

Physical demands:

- Dexterity of hands and fingers to operate standard office and classroom equipment.
- Sitting or standing for extended periods of time.
- Bending at the waist, kneeling or crouching to assist students.
- Seeing to read a variety of materials and monitor student activities.
- Hearing and speaking to exchange information.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employees are regularly required to directly or indirectly, talk and hear in order to communicate effectively with students, parents, administrators, staff and community members. The employee frequently is required to walk. The employee is required to be able to sit; use hands to keyboard, handle, or feel objects, tools, or controls; and reach with hands and arms and carry objects. The employee must occasionally lift and/or move up to 40 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. Candidate must be capable of being mobile to move throughout the school facilities, grounds, and community settings.

