

STOCKTON UNIFIED SCHOOL DISTRICT

COORDINATOR, SCHOOL-BASED MENTAL HEALTH SERVICES

DEFINITION

The Coordinator of School Based Mental Health Services will coordinate the District's School-Based Mental Health programs and services for general and special education students, directing and supervising the delivery of mental health intervention services provided by the District personnel and other community-based mental health organizations.

SUPERVISION RECEIVED AND EXERCISED:

Receives direction from the Director, Mental Health and Behavior Support Services and exercises supervision over classified personnel as assigned.

REPRESENTATIVE DUTIES- (Incumbents may perform any combination of the essential functions shown below((E)). This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but, is intended to accurately reflect the principal job elements.)

Coordinates mental health intervention services to students in general and special education, including specialized school-based programs and health centers, provided by School-Based Mental Health personnel and outside mental health agencies; (E)

Assists in administering federal and state program, including Special Education mental health related services, and other specifically funded grants and programs; (E)

Develops and implements training and supervision of School-Based Mental Health personnel to meet federal, state and local guidelines and audit mandates; (E)

Supervises school-based programs for graduate interns from local universities, provides clinical supervision for licensed-eligible mental health providers employed by District, and clinical consultation to licensed mental health providers contracted and/or employed by the District: (E)

Collaborates with administrators and other staff to identify students in need of mental health services and assist in the design and implementation of collaborative mental health and social services to develop, implement, and monitor programs aimed to ameliorate problems that may be adversely affecting attendance, enrollment, achievement, and social behavior; (E)

Develops and provides quality staff development trainings to administrators, teachers, paraprofessionals, other district personnel, community agencies, and parents/guardians in the areas of social and emotional development, human behavior and resiliency, mental health issues, and the development of service plans to address barriers; (E)

Serves as a liaison between the district and other community based mental health and social service agencies to build partnerships and coordinate school-based service delivery systems and programs for use by students, their families, and school personnel; (E)

Provides behavior emergency intervention training (i.e. Management of Assaultive Behavior) to district personnel working with students with social and emotional issues in specialized programs; (E)

Serves as a member of the district emergency response/crisis management team and performs effective crisis response and management services for students, families, and school personnel; (E)

Shares and demonstrates social work knowledge/skills and serves as a resource to teachers, paraprofessionals,

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administrators, other professional staff, students, and parents; (*E*)

Works effectively with all segments of the education community, the general public, and diverse cultural populations and individuals in a manner that achieves district goals; (*E*)

Attends and conducts a variety of meetings, serves on district-level committees, projects, and task forces related to assignment. (*E*)

Perform related duties assigned.

Knowledge Of:

- Principles, techniques, and trends in counseling, psychotherapy and various treatment modalities.
- Biological, behavioral, and environmental aspects of emotional disturbances, mental disability, retardations, or substance abuse.
- The scope and activities of public and private health and welfare agencies and other available community resources.
- Principles and techniques of mental health consultation, education and prevention within the community.
- Applicable laws, codes, regulations, policies and procedures.

Ability to:

- Prepare clear, concise, and comprehensive records, and make sound recommendations on the basis of such information.
- Develop and maintain cooperative, constructive relationships with students and their families, members of professional disciplines, social agencies and fellow workers.
- Conduct interviews, assessments and observations and apply psychotherapeutic techniques in the treatment of individual students and groups.
- Participate in special assessments, individual therapy plans, and other meetings.
- Make recommendations to LEAs for mental health therapy services.
- Refer students to other public/private community agencies.
- Provide high quality training to parents, community agencies, students, district personnel and others.
- Direct and provide oversight to graduate level fieldwork students.
- Communicate effectively both orally and in writing.
- Meet schedules and deadlines.
- Understand and follow educational code.
- Operate a variety of office equipment including computer and assigned software.

Experience and Education:

Master of Arts or an advanced degree from a recognized college or university, Valid California Board of Behavioral Sciences (BBS) license as a Licensed Clinical Social Worker (LCSW), Licensed Marriage and Family Therapist (LMFT), Licensed Professional Clinical Counselor (LPCC), or a Licensed Clinical Psychologist; Pupil Personnel Services Credential (PPS preferred). Three (3) years' experience providing mental health services in a California school district or county office of education; Three (3) years' experience providing training to parents, school district staff, and/or community-based organizations; Two years' experience in working with a Special Education Local Plan Area or school district operations. Two (2) years providing clinical supervision; must meet California Clinical Supervision Requirements, which includes coursework in supervision and years in practice.

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License and Certificates:

- First Aid and CPR certificates must be obtained within sixty (60) days from date of hire
- Must have a valid California Drive's License.

WORKING CONDITIONS:

Environment:

Employees in this position will be required to work indoors in office, classroom and school environments. Will be required to drive a vehicle to conduct work.

Physical Demands:

Employees in this position must have/be able to:

- Enter data into a computer terminal and operate standard office equipment.
- Dexterity of hands and fingers to operate a computer keyboard.
- Sit and stand for extended periods of time.
- See and read a computer screen and printed matter with or without visual aids, and to observe students.
- Hear and understand speech at normal levels and on the telephone, with or without hearing aids.
- Speak so that others may understand at normal levels and on the telephone.
- Lift and/or carry up to 25 lbs. at waist height for short distances.
- Reach overhead, above the shoulders horizontally, grasp, push, pull.
- Bending at waist, kneeling, or crouching to reach materials and work with students.

HAZARDS:

Employees may come in contact with dissatisfied or abusive individuals.

Salary Placement:

Management Team Salary Schedule

Tier 6, Range 01

Board Approval: 07/30/19