

Sequoia Union High School District

Job Description

<u>JOB TITLE:</u>	MENTAL HEALTH SOCIAL WORKER
<u>CLASSIFICATION:</u>	Classified Management
<u>SALARY SCHEDULE:</u>	Management
<u>LEVEL:</u>	IX
<u>WORK YEAR/HOURS:</u>	222 days
<u>LOCATION:</u>	District Office
<u>BOARD APPROVAL:</u>	May 11, 2022

DEFINITION

Under the supervision of the Student Services Department, the Mental Health Social Worker will be responsible for providing direct school-based counseling to individual students, families, and groups; provide relative information for service referrals; arrange for the provision of social services; explain or interpret the psychosocial aspects related to individuals, families, or groups; and perform general research related to social work and help organize, provide, and improve social emotional learning (SEL) services. The Mental Health Social Worker will be responsible for providing professional development training coherent with the District's Multi-Tiered System of Supports (MTSS) Strategic Plan. Additionally, the Mental Health Social Worker will supervise interns, participate in parent trainings and staff development, and assist in the development of preventative services to both general and special education students.

ESSENTIAL DUTIES

1. Provide direct school-based counseling to individual students, families, and groups.
2. Provide clinical supervision to interns in the implementation of individual, group and family school-based counseling services.
3. Maintain case records for the purpose of documenting activities and complying with mandated requirements.
4. Participate in workshops, meetings, and seminars as assigned for the purpose of conveying and/or gathering information required to perform functions.
5. Responds to requests for intervention of situations that could negatively impact the students' education plan for the purposes of addressing the students' needs.
6. Conduct and participate in mental health assessments, SST, 504, IEP and other meetings.
7. Makes recommendations regarding educationally related mental health services.
8. Prepare reports, document counseling services for students.
9. Refer students to other public/private counseling services.
10. In conjunction with the SEL/Mental Health Team, provides in-service training to parents, community agencies, students, district personnel and others.

11. Provides case management for students and assists in identifying appropriate intervention supports.
12. Develops and maintains behavioral health programs in collaboration with student Intervention teams.
13. Completes Medi-Cal and LEA billing when applicable.
14. Performs related duties as assigned.

REQUIRED QUALIFICATIONS

- Master's degree in psychology, counseling, marriage and family therapy, social work or a related field that would qualify as licensure or credential from an institute of higher learning recognized by the Council of Higher Education Accreditation.
- Valid licensure through the California Board of Behavioral Sciences, as LCSW, LMFT, LPCC, LEP; or Valid PPS or PPSC Credential.
- A valid California driver's license and the availability of private transportation or the ability to obtain transportation between job sites as required.

DESIRED QUALIFICATIONS AND EXPERIENCE

- Two years (2) of experience providing psychological/therapeutic counseling services. Minimum of 1 year experience as licensed or credentialed provider.
- Some knowledge and/or experience with a Special Education Local Plan Area (SELPA), Special Education placement and service options, and knowledge of MTSS and the Individual Education Plan (IEP) process.
- Effective therapy protocol in the educational setting.
- A variety of evidence-based practices, such as Brief Solution-Focused School-based Counseling, Cognitive Behavioral Therapy (CBT) and resources available to assist children.
- Experience conducting individual, group and family counseling sessions.

KNOWLEDGE, SKILLS, AND EXPERIENCE

- Communicate effectively in writing and orally.
- Work effectively as a member of a team.
- Work independently.
- Develop and maintain professional, cooperative relationships with both lay and professional individuals and groups including students and families.
- Provide effective counseling for students to assist them in reaching educational goals.
- Identify the emotional needs of students.
- Write required reports in compliance with all rules and regulations including Section 504 and IDEA, adhering to timelines.
- Supervise interns providing school-based counseling to students with Mental Health needs and their families.
 - Clinical supervision of ASW, MFT, APCC interns and the Board of Behavioral Science requirements.
- Work as a multidisciplinary educational support team.
- Develop and implement counseling services.
- Provide in-service training.

- Computer Literacy.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

- Dexterity of hands and fingers to operate a computer keyboard.
- Hearing and speaking to exchange information.
- Seeing to read a variety of materials and view a computer monitor.
- Sitting or standing for extended periods of time.
- Lifting, carrying, pushing or pulling moderately heavy objects as assigned by the position.
- Bending at the waist, kneeling or crouching.
- Reaching overhead, above the shoulders and horizontally.

ENVIRONMENT

- Indoor work environment.
- Driving a vehicle to conduct work.

OTHER REQUIREMENTS

None.