



JOB TITLE	DEPARTMENT	REPORTS TO
School Based Mental Health Counselor	Student Services	Executive Director of Student Services and ESE

Position No: 61312	Length of Work Year: 10 Months
Salary Schedule: IN10	Date Approved: 9/11/18
FSLA: Exempt	Date Revised:

JOB GOAL
To work collaboratively with the school and district to coordinate, facilitate, and implement mental health services. The mental health counselor will provide emotional support to foster a safe and successful learning environment for students attending the school. The mental health counselor will focus on building the student's capacity for development of positive social and emotional well-being.

MINIMUM QUALIFICATIONS
<ol style="list-style-type: none"> 1. Master's degree in a social sciences field; Professional License Preferred (Licensed Mental Health Counselor (LMHC) or Licensed Clinical Social Worker (LCSW)). 2. Two years of relevant mental health experience. 3. Meets the requirements of a Qualified Mental Health Professional. 4. Experience in treating school-age youth preferred. 5. Training and experience in identifying treating options for substance abuse and co-occurring disorders preferred.

KNOWLEDGE SKILLS AND ABILITIES
<ol style="list-style-type: none"> 1. Must have the ability to maintain positive and professional working relationships with students, parents and families, as well as co-workers and other agency personnel. 2. Must have the ability to provide direct service to students identified in need of mental health intervention.

DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> 1. Conduct screening and assessments of adolescents and children. 2. Provide individual, group, and family counseling. 3. Work collaboratively as part of the problem-solving team at schools to provide insight into the social, emotional, behavioral and mental health needs of the child. 4. Participate as a member of the school Crisis Team, Threat Assessment Team and district Mental Health Task Force. 5. Provide mental health and chemical dependency education and training to faculty and staff at the school through in-service training. 6. Make referrals to other community agencies as appropriate. 7. Work collaboratively with school personnel to develop anti-bullying/harassment education in the school. 8. Assist the team in identify early warning signs that may lead to future problems for the student and identify appropriate interventions to aid in reducing future school related problems. 9. Assist school teams in addressing truancy and chronic absenteeism issues for students. 10. Maintain and track documentation of mental health supports provided to students. 11. Address risky behaviors that may lead to future problems such as alcohol and drug abuse. 12. Address depression and anxiety or suicidal ideation by providing access to immediate resources of support for both children and their families. 13. Bill Medicaid for all eligible children.

14. Perform other duties as assigned by the Executive Director of Student Services and ESE.

PHYSICAL DEMAND CLASS:

Light (L) - Frequent lifting and carrying of objects weighing 10 pounds or less. Infrequent lifting and carrying of objects weighing 11-35 pounds. Frequent walking and/or standing is required to carry out duties.