**JOB DESCRIPTION**

**Park Hill School District**

**School-Based Mental Health Therapist**

Purpose Statement

The job of a School-Based Mental Health Therapist is done for the purpose of providing psychological assessments and services to students in the Park Hill School District. The person in this position will work closely with parents, families, social workers, school counselors, and administrators as needed to provide support and interventions.

**Essential Functions**

* Advises district leadership about unmet and emerging mental and behavioral health needs and provides recommendations for meeting them.
* Assist teams in developing appropriate social-emotional goals and objectives, and progress monitoring in order to support the needs of students.
* Assist with in-service training to parents, community agencies, student groups, and educational staff members, to promote positive mental health principles related to educational success.
* Collaborates with other educational and community agencies to implement effective service plans for students.
* Compile data and reports to be provided to district leadership personnel, for the purpose of making data driven decisions.
* Conducts assessments, observations, and interviews for determining appropriate services.
* Conducts individual, small group, and family counseling sessions for the purpose of supporting student mental health.
* Consults with school staff, community agencies and community liaison teams to ensure continuity and flow of services.
* Counsels students to help them understand and overcome personal, social, emotional, or behavioral problems affecting their educational environment.
* Create and maintain accurate and complete treatment documentation as required by law, district policies, and administrative regulations.
* In conjunction with the school crisis prevention team, provide crisis intervention to students as necessary.
* Participate in a variety of meetings including IEP meetings, Care Team/Student Support Team meetings, case reviews, multi-agency staffing and other related meetings to provide expertise and support for student mental health.
* Prepares and reviews assessment reports or case histories with an emphasis on social-emotional factors influencing the student’s educational progress.
* Provides psycho-social assessment, psychological related services to students eligible for School Based Mental Health services.

Other Functions

* Performs other related duties as assigned for the purpose of ensuring efficient and effective delivery of services.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, highly complex, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: adhering to safety practices and procedures; analyzing data; applying assessment instruments; classifying data and/or information; comparing results; conducting meetings; preparing and maintaining accurate records; and using pertinent software applications.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; review and interpret highly technical information, write technical materials, and/or speak persuasively to implement desired actions; and analyze situations to define issues and draw conclusions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: codes/laws/rules/regulations/policies; knowledge of community resources; safety practices and procedures; school safety and security practices; stages of child development; and treatment modalities.

ABILITY is required to schedule activities, meetings, and/or events; gather, collate, and/or classify data; and use basic, job-related equipment. Flexibility is required to independently work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using defined methods. Ability is also required to work with a significant diversity of individuals and/or groups; work with data of widely varied types and/or purposes; and utilize job-related equipment. Independent problem solving is required to analyze issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is limited. Specific ability based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; maintaining confidentiality; meeting deadlines and schedules; setting priorities; working as part of a team; working extended hours; working with detailed information/data; and working with frequent interruptions.

Responsibility

Responsibilities include: working under limited supervision using standardized practices and/or methods; leading, guiding, and/or coordinating others; operating within a defined budget. Utilization of resources from other work units may be required to perform the job's functions. There is a continual opportunity to impact the organization’s services.

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: some lifting, carrying, pushing, and/or pulling, some stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity. Generally the job requires 40% sitting, 30% walking, and 30% standing. The job is performed under conditions with some exposure to risk of injury and/or illness.

**Education**

Master’s degree is required.

**Certificates**

Possess and maintain a current, valid license as one of the following: Clinical Social Worker (LCSW); Marriage Family Child Therapist (LMFT), and/or Professional Clinical Counselor (LPCC).

**Experience**

* Experience in clinical mental health support and skills in a variety of settings.
* Experience in a school setting is preferred but not required.
* Experience in diagnosing behavioral/emotional disorders in children and adolescents.
* Experience with psychological service programs and methods.

**Clearances**

Criminal Justice Fingerprint/Background Check