

# FLAGLER COUNTY SCHOOL DISTRICT

## JOB DESCRIPTION

### MENTAL HEALTH COUNSELOR

#### QUALIFICATIONS:

- (1) Licensed clinical social worker, licensed marriage and family therapist, or licensed mental health counselor within the state of Florida as defined in Chapter 491, F.S. and a valid Florida driver license. A Candidate that has a Master's degree in mental health counseling and who is a "Registered Mental Health Counselor Intern," who is being supervised by a "Qualified Supervisor." It is preferred that the individual has passed licensure test and is eligible to obtain license within three months of start date.
- (1) At least 3 years counseling experience preferred.
- (2) Experience in the counseling process with school age children preferred.

#### KNOWLEDGE, SKILLS AND ABILITIES:

- (1) Provide support to parents of students who are receiving services.
- (2) Provide individual and group counseling to students as instructed.
- (3) Requires the ability to display professional knowledge of the theories, principles, practices, and techniques of mental health counseling.
- (4) Requires the ability to display an extensive knowledge of mental health assessment, diagnosis, intervention, treatment plans, and recovery services utilized in the area of behavioral health.
- (5) Requires the ability to display knowledge of applicable federal, state, and local statutes, regulations, policies and professional code of ethics.
- (6) Requires the ability to communicate effectively, both orally and in writing.
- (7) Requires the ability to work collaboratively with others.

#### REPORTS TO:

Executive Director of Student and Community Engagement or designee

#### JOB GOAL

To provide mental health services to students who are identified and their families. Each employee of the Flagler County School Board is charged with modeling the characteristics of citizenship, character education and literacy.

#### SUPERVISES:

N/A

#### PERFORMANCE RESPONSIBILITIES:

- (1) Assist in the design, implementation, and follow-up of behavioral management and mental health programs for students to remediate behavioral and social problems.
- (2) Conduct evaluations to assess the need for appropriate services when mental health counseling is requested or required for a student with a disability under IDEA laws.

**Mental Health Counselor (Continued)**

- (3) Provide short-term individual and group evidence-based counseling and consultation to students, staff and families on a regular basis to include socialization activities.
- (4) Develop and maintain psychological and behavioral data upon request.
- (5) Assist other professionals with student crisis intervention.
- (6) Plan and confer with educators concerning any behavioral, social or personal problems affecting students.
- (7) Initiate a Baker Act for students meeting criteria for involuntary examination.
- (8) Conduct a threat assessment when an inquiry is initiated by the school or district.
- (9) Assist in the development and delivery of in-service activities regarding techniques for remediating behavioral, social or personal problems of students.
- (10) Protect confidentiality of records and information gained as part of exercising professional duties and use discretion in sharing such information within legal confines.
- (11) Communicate with parents, school counselors, case managers and administration on student progress.
- (12) Participate in Student Study Team meetings as a resource.
- (13) Recognize overt indicators of student distress or abuse and take appropriate action.
- (14) Perform other duties as assigned by immediate supervisor.

**PHYSICAL REQUIREMENTS:**

Medium work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or 10 pounds of force constantly to move objects.

**TERMS OF EMPLOYMENT:**

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

**EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

\*Essential Performance Responsibilities

**Job Description Supplement Code 9**

**Salary Lane: Instructional IA8**