

## Notice Of Vacancy

### Employment Opportunity

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Human Resources Director  
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**Position:** Mental Health Clinical Supervisor  
(School Based, 2 positions)

**Status:** Full-time (260 days, 8 hours per day)

**Salary Range:** \$90,206-\$95,746 (annual salary)

**Posted Date:** September 8, 2023

**Starting Date:** October 2, 2023 (anticipated)

**Location:** Educational Service District 105  
33 South Second Avenue, Yakima, WA 98902

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#### **Job Description and Qualifications: See below**

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**Application Procedure** – Applicants apply through the ESD 105 Fast Track on-line application system at [www.esd105.org](http://www.esd105.org) under the Human Resources link, and ESD 105 Job Opportunities.

Medical, vision, dental, paid leave benefits and retirement options are available for employees. More information can be found at: [🔗 ESD105 Benefits](#).

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#### **Deadline to apply: Open Until Filled**

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**Immigration Reform and Control Act Requirement:** The recommended applicant, if not a current regular employee, will be required to complete an INS 1-9 form and must provide proof of employment eligibility.

**Background Check:** All new employees who will have unsupervised access to children must complete a satisfactory fingerprint check with the Washington State Patrol and the FBI. All employment is considered temporary until receipt of the satisfactory background check.

**Employment:** ESD 105 shall provide equal employment opportunity and treatment for all applicants and staff in recruitment, hiring, retention, assignment, transfer, promotion, and training. Such equal employment opportunity shall be provided without discrimination with respect to race, creed, religion, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation including gender expression or identity, marital status, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability. Domestic partners registered with the state of Washington will be offered the same rights/benefits as spouses to the extent that treatment is not in conflict with state or federal law. Inquiries regarding compliance procedures may be directed to the ESD's Title IX/RCW28A.640 Officer and Section 504/ADA Coordinator, Veronica Naranjo, Human Resources Director, 33 So. Second Ave., Yakima, WA (509) 454-2858

*ESD 105 is an Equal Opportunity Employer*

Placement: G-0

**POSITION DESCRIPTION**

<p><b>Job Title:</b> Mental Health Clinical Supervisor (School Based Internships)</p>	<p><b>Direct Supervisor:</b> Mental Health Program Manager</p>
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**Job Summary:**

The Mental Health Clinical Supervisor will provide expert guidance and support to our team of mental health professionals, including MSW interns, fostering a positive and collaborative learning environment. The primary responsibility will be to ensure the delivery of high-quality mental health services to clients while promoting the professional growth of our staff and emerging social work practitioners. The Clinical supervisor will collaborate on a variety of teams and with outside partners (including working closely with Heritage University); ensure the provision of behavioral health prevention and intervention services to students (social work and clinical mental health); and ensure compliance with behavioral health treatment.

**Essential Job Functions:**

- A. Works inside the School Based Mental Health Project, making sure all deliverables, reporting, and communication necessary for grant success are completed.
- B. Supervises assigned master’s Level Mental Health/Social Work Interns (Review clinical paperwork and services, participate in internship oversight and placement, interact with participating districts regarding staff hours and time commitments, etc.)
- C. Works closely with program lead and university partners to support curriculum development for master’s Program and internship design protocols.
- D. Support to recruit and retain cohorts of diverse interns for the master’s Program.
- E. Work to promote diversity, equity and inclusion through internship program.
- F. Work with interns to understand Multi-Tiered Systems of Support (MTSS) within school buildings and how district based clinicians can best integrate into individual school systems.
- G. Provides a variety of work-related services (e.g. individual counseling and support to students and parents, clinical supervision, mentoring assigned staff/interns, etc.) for the purpose of addressing and resolving current and future behavioral health issues and providing social work related supports.
- H. Conducts a variety of behavioral health activities (e.g. screenings, assessments, interventions, referrals, etc.) for the purpose of identifying and addressing mental health and substance use issues, and meetings social service needs, within the assigned student population.
- I. Educates school staff, students, and parents in behavioral health topics for the purpose of increasing awareness and reducing the frequency and complications of mental health and substance use issues.
- J. Researches a variety of topics for the purpose of disseminating information, coordinating services, and remaining knowledgeable in the area of mental and behavioral health.
- K. Responds to inquiries from a variety of sources (e.g. parents, administrators, etc.) for the purpose of solving problems and providing information and referrals.

- L. Prepares a variety of written materials for the purpose of documenting activities, providing references, and/or conveying information.

### **Other Job Functions:**

1. Perform other related duties as assigned.

### **Qualifications:**

#### *Required Education and Experience*

1. Master's degree required in a mental health related field.
2. Two years of experience in education, social services, prevention, mental health or a combination of experience in stated areas.
3. Experience in mental health supervision.
4. Hold a Mental Health Licensure for the state of Washington (LICSW, LMHP, etc.) or eligible to receive licensure within six months of employment.

### **Preferred Education and Experience**

1. Experience in internship supervision.
2. Experience working in a school setting.

### **Required Skills, Knowledge and or Abilities**

1. Plan, organize, direct and coordinate activities.
2. Coaching, mentoring, and connecting.
3. Analyze and interpret laws and regulations governing behavioral services, including applicable State and Federal laws governing confidentiality of patient records.
4. Establish and maintain effective working relationships.
5. Work well under pressure and meet deadlines.
6. Knowledge of current principles and practices of behavioral health service delivery including familiarity with evidence-based practices.
7. Knowledge of the purposes, functions, and activities of behavioral health care providers.
8. Knowledge of cultural, religious, and social attitudes about mental health and substance use disorders.
9. Must have high self-motivation and initiative skills in accomplishing required responsibilities.
10. Demonstrated excellent verbal and written communication skills
11. Willingness and ability to travel to school districts in ESD 105 service region and for trainings.

### **Physical Demands**

The usual and customary methods of performing the job's functions require the following conditions:

- **Significant:** (i.e. sitting, talking, hearing, walking, vision, color vision, peripheral/depth perception, ability to adjust focus, grasping, handling paperwork, repetitive motion, use of personal computer, looking at a computer monitor, lifting up to 10 pounds)
- **Frequent:** (i.e. standing, bending, carrying; use of phone; use of copy machine)
- **Occasional:** (i.e. driving, lifting over 10 pounds up to 45 pounds, reaching above the shoulder, use of fax machine)

Significant - Occupation requires this activity more than 66% of time (5.5+ hrs/day)  
Frequent - Occupation requires this activity from 33% to 66% of time (2.5 to 5.5+ hrs/day)  
Occasional - Occupation requires this activity up to 33% of time (0 to 2.5+ hrs/day)

*The statements contained in this job description reflect general details as necessary to describe the essential functions of this position, the level of knowledge and skill typically required, the scope of responsibilities, and the physical demands, but should not be considered an all-inclusive listing of the work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the workload. Changes to the position description may be made at the discretion of the employer.*