

Oak Grove School District

JOB TITLE: MENTAL HEALTH CLINICIAN

RANGE: Range 50

DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES

The Mental Health Clinician's role is to identify and address student needs that will ultimately formulate into academic and personal success. Mental Health Clinicians advocate for students to ensure they have a positive and successful school experience. Mental Health Clinicians work with students individually, in small groups, and within the classroom setting to support and assist them in their academic, social, emotional, and personal development. They act as liaisons between students, staff, parents, and administrators. Mental Health Clinicians serve as members of the building-based Student Support Team in providing services to students. Mental Health Clinicians provide counseling and support services to pupils for the purpose of providing a positive learning atmosphere, supporting healthy pupil adjustment, and promoting the full utilization of District and community educational opportunities. This job reports to the District Administrator.

TYPICAL DUTIES

- Provide individual and group counseling services to students, including crisis counseling and developmental counseling in regard to school adjustment, social-emotional adjustment, and resources for home adjustment.
- Provide resources to individuals on where they can access counseling services.
- Assess and evaluate situations involving child abuse, incest, pregnancy, neglect, runaways, drug abuse, law violations, etc., which require professional judgments, recommendations, and appropriate action.
- Maintain current knowledge of and provide information about community resources to students, parents, families, and staff; initiate referrals to appropriate social and mental health agencies as needed.
- Facilitate communication between students and teachers and between parents and teachers through originating and conducting therapy sessions.
- Assist in the referral of students for special services such as psychological, health, speech, English Learner, and tutoring; initiate case conferences involving support personnel.
- Provide consultation and in-service to District personnel related to the emotional, social, and personal development of students.
- Be available for and provide classroom demonstrations as requested pertaining to communication skills and social functioning.
- Utilize educational materials that reflect the diverse educational, cultural, and linguistic backgrounds of the students served.
- Provide crisis counseling for students followed by referral to appropriate agencies as warranted.
- Attend professional development opportunities to keep abreast of new trends in school counseling, including best practices, techniques, consultation, and the latest research in effectively working with students.

TYPICAL DUTIES

- Attend student orientation and other student/family-related events.
- Work closely as a team with all other members of the school's Support Staff to develop an effective and well-rounded program.
- Perform other related duties, as assigned, for the purpose of ensuring the efficient and effective functioning of the work unit.
- Counsels families as needed and/or contacts community service agencies regarding the needs of families.
- Establishes and maintains records of activities, family assessments, meetings, etc., and prepares necessary reports.
- Confers with support staff and advises on special problems and chronic situations involving families and the community.
- Coordinates with mental health and community agencies in attempts to remedy problems involving students and families.
- Provides parent education and guidance through support groups, classes, and parent advisory councils.
- Keeps case records and provides summaries or written referrals to appropriate agencies.
- Follows methods and procedural guidelines set forth by the District or by the State and Federal Laws.

MINIMUM QUALIFICATIONS

Education and Experience

- Bachelor's Degree from an accredited college or university required.
- A Master's Degree in Counseling/Psychology or related field.
- Prior counseling experience and/or counseling practicum in a graduate program is desirable.

Licenses and/or Certifications:

- Registered Associate Marriage and Family Therapist (AMFT) or Licensed Marriage and Family Therapist (LMFT) with the Board of Behavioral Sciences.
- AMFT or Licensed Professional Clinical Counselor (LPCC) Preferred.
- CA Driver's License and/or the ability to deliver in-person services to students at multiple sites, if applicable.

Knowledge, Skills, and Abilities:

- Knowledge of California Education Code.
- Knowledge of special programs.
- Experience facilitating groups/decision-making processes.
- Knowledge of District and site policies and procedures relating to staff, students, and parents.
- Ability to deal with high-stress situations in a calm and tactful manner.

- Ability to maintain effective communications and a cooperative working relationship with staff, students, and parents.
- Ability to effectively meet established deadlines and schedules.
- Excellent oral and written communication skills.
- Ability to observe students inside and outside classroom environments.

DESIRABLE EXPERIENCE

- Bicultural heritage
- Bilingual (Spanish or Vietnamese)

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

- Lifting, carrying, pushing, and pulling instructional materials and equipment.
- Significant physical abilities may include standing and/or sitting for long periods of time.
- Speaking and hearing and speaking to exchange information in person or on the telephone
- Bending at the waist.
- Must have the dexterity of hands and fingers to operate a computer board and telephone system.
- Talking/hearing and speaking to exchange information in person or on the phone.
- Near/far visual acuity/depth perception/ability to adjust vision.
- Occasionally lift and/or move up to 20 lbs.

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