

## SCHOOL DISTRICT OF BAKER COUNTY

### JOB DESCRIPTION

#### Mental Health Counselor

##### QUALIFICATIONS:

- (1) Valid certificate in school psychology, social work, guidance counseling or a valid license as a mental health counselor, social worker or like profession.
- (2) At least 3 years experience with students preferred.
- (3) Experience in the counseling process with school age children.

##### 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) Assist with guiding and directing students in developing appropriate behavioral strategies and improving self-esteem.
- (4) Have the ability to serve as a staff participant with other instructional personnel.

##### REPORTS TO:

Principal/Director of Student Services and Exceptional Student Education

##### JOB GOAL

To provide mental health services to students who are identified and their families. Each employee of the Baker 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 programs for students to remediate behavioral and social problems.
- (2) Participate in the development of educational programs for students.
- (3) Participate as a team member in the evaluation of and planning for the progress.
- (4) Provide individual and group counseling to students on a regular basis to include socialization activities.
- (5) Develop and maintain psychological and behavioral data upon request.
- (6) Assist other professionals with student crisis intervention.
- (7) Plan and confer with classroom teachers concerning any behavioral, social or personal problems affecting the students.

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## **Mental Health Counselor (Continued)**

- (8) Assist in the development and delivery of in-service activities regarding techniques for remediating behavioral, social or personal problems of students.
- (9) Perform other duties as assigned by immediate supervisor(s).
- (10) Participation in School and District Threat Assessment Team.

### **PHYSICAL REQUIREMENTS:**

Medium Work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force as frequently as needed 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.