

# COLTON JOINT UNIFIED SCHOOL DISTRICT

## **CLASS TITLE: CLINICAL THERAPIST**

### **BASIC FUNCTION:**

Under the general direction of an assigned supervisor provide behavioral health services to district Homeless, Foster and Adult Education students and their families referred for assessment and assistance with the goal of facilitating and promoting appropriate behavioral health and personal growth; support the Behavioral Health Program Manager in training and supervising behavioral health interns and/or therapists for the District behavioral and Mental Health program; and evaluate and formulate department priorities and recommend strategies for effective program operation in support of these students and their families.

### **REPRESENTATIVE DUTIES:**

#### **ESSENTIAL DUTIES:**

Provide individual, group and family therapy services; conduct interviews, assessments and observations; assist with oversight and maintenance of student therapy files and case management files and records; participate in special assessments, individual therapy plans, and other meetings; refer students to other agencies; maintain log of incoming referrals, case openings and closings and case dispositions.

Assist the Behavioral & Mental Health Manager in the operations of the Behavioral Health Program for the District; develop, implement and monitor work plans to achieve therapy goals and objectives; participate in developing, implementing and evaluating programs, plans, processes, systems and procedures to achieve District goals in support of Homeless, Foster, and Adult Education students and their families.

Provide a high performance, customer service-oriented work environment which supports achieving District and site objectives and service expectations; design and implement client satisfaction feedback systems.

Work in collaboration with multiple Districts, cities, county and private agencies in a school-based and school linked integration model to direct and manage the delivery of therapy services to Homeless, Foster, and Adult Education students and their families.

Work in collaboration with multiple District, city, county and private agencies in a school-linked integration model to provide case management services to Homeless, Foster, and Adult Education students and their families.; lead and work as a member of an interdisciplinary team responsible for ensuring families referred for case management services are appropriately served; develop specific referral procedures, specialized forms and protocol between agencies and team members; maintain community linkage with county, city and other public and private human service agencies and programs to facilitate case management.

Coordinate and chair case management meetings; invite appropriate agencies and school staff; disseminate assessment and intake information for referred Homeless, Foster, and Adult Education students and their families and identifies needs; establishes objectives and assigns case carriers; assume primary case carrier role when appropriate and provide linkage and coordination

of services to families; delegate roles and responsibilities of other agencies involved; consult with primary case carriers between case management meetings to monitor progress and assist with issues and find resolutions; provide feedback within confidentiality laws to referring parties; updates schools on referrals/cases.

Assist the Behavioral & Mental Health Manager with Behavioral Health interns and therapists; manage and direct crisis interventions.

Insures 24 hour/7 days a week crisis response coverage.

Operate a computer and assigned software programs; operate other office equipment as assigned.

Attend a variety of meetings as assigned.

**OTHER DUTIES:**

Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Theory, principles and practices of behavioral health and clinical social work.

Principles, practices, methods and protocols for interdisciplinary case management.

Federal, state and local laws, regulations and codes regarding standards of practice for behavioral health and case management.

Methods and techniques for assessing child and family behavioral health issues and family case management needs

Community resources and services applicable to carrying out assigned case management and social services responsibilities

Child, adolescent or developmental psychology and group dynamic theories and practices.

Oral and written communication skills.

Principles and practices of supervision and training.

Interpersonal skills using tact, patience and courtesy.

Operation of a computer and assigned software.

**ABILITY TO:**

Plan and coordinate the operations of a District Behavioral Health Clinic.

Assess eligibility for participation in therapy or case management program.

Obtain sensitive and confidential information through personal interview

Interact effectively with parents and children of diverse backgrounds and experiences.

Counsel person on difficult, sensitive and confidential matters often involving issues that are emotionally upsetting.

Establish and maintain case records, files, reports and other materials.

Train and evaluate the performance of assigned staff.

Communicate effectively both orally and in writing.

Interpret, apply and explain rules, regulations, policies and procedures.

Establish and maintain cooperative and effective working relationships with others.

Operate a computer and assigned office equipment.

Analyze situations accurately and adopt an effective course of action.

Meet schedules and time lines.  
Work independently with little direction.  
Plan and organize work.  
Prepare records and reports related to assigned activities.

**EDUCATION AND EXPERIENCE:**

Education: Master's degree in Social Work and/or related field.

Experience: Three years of therapy experience as a Licensed Clinical Social Worker working with a community service or social work organization involving at-risk children and families, preferably in a supervisory role. Two years of experience providing clinical supervision.

**LICENSES AND OTHER REQUIREMENTS:**

Licensed Clinical Social Worker (LCSW) by the California Board of Behavioral Sciences.  
Bilingual Spanish preferred  
Valid California Class C driver's license and the ability to maintain insurability under the District's vehicle insurance policy.

**WORKING CONDITIONS:**

**ENVIRONMENT:**  
Office and Clinical environment.  
Driving a vehicle to conduct work.

**PHYSICAL DEMANDS:**  
Hearing and speaking to exchange information.  
Dexterity of hands and fingers to operate a computer keyboard.  
Seeing to read a variety of materials.  
Sitting and standing for extended periods of time.  
Walking to conduct inspections.

**HAZARDS:**  
Exposure to dissatisfied or abusive individuals.