

# **ONTARIO-MONTCLAIR SCHOOL DISTRICT**

## **CLASS SPECIFICATION**

### **Clinical Therapist I**

#### **GENERAL PURPOSE**

Under the general direction of the Program Manager, the Clinical Therapist I provide mental health services to district students who are referred for assessment and assistance with the goal of facilitating and promoting mental health and personal growth. OMSD is a learning organization therefore all stakeholders share responsibility to educate all students and employ culturally appropriate and sustaining practices that support student learning.

#### **DISTINGUISHING CHARACTERISTICS**

The Clinical Therapist I provide mental health services to the district's at-risk student population who are referred for assessment and assistance with the goal of facilitating and promoting appropriate mental and personal health. The Clinical Therapist I identifies the mental health needs of students and collaboratively develops therapy goals and objectives for implementation through an individual therapy plan. The Clinical Therapist I will regularly participate in group supervision/consultation through OMSD Counseling Center.

Clinical Therapist I is distinguished from Clinical Therapist II in that incumbents in the former class are clinically state licensed, pass a state test, and participate in post licensing continuing education.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class. There will typically be an assigned schedule for these duties.

1. Provides individual, group and family therapy services; completes required documentation for students;
2. Develops and maintains mental health programs to meet student needs;
3. Provides high performance, customer service-oriented work environment supporting District and site objectives and service expectations;
4. Works in collaboration with multiple District, city, county and private agencies in a school-based and school linked integration model to direct and manage the delivery of therapy services to at-risk youth and their families; refers students to other public/private community agencies;
5. Develops and maintains mental health programs to meet student needs; conducts interviews, assessment and observations;
6. Participates in special assessment, individual therapy plans and other meetings. Participates in weekly group supervision/consultation;
7. Provides in-service training to parents, community agencies, students district personnel and pre-licensed clinical staff;
8. Directs and provides oversight of mental health therapy services provided by other staff members as needed;

9. Supports Clinical Supervisor as needed;
10. Provides crisis support services including “after-hour” services as needed; and
11. Performs related duties as required.

## **QUALIFICATIONS**

### **Knowledge of:**

1. Theory, principles and practices of mental health and clinical social work, including telehealth service delivery;
2. Methods and techniques for assessing child and family mental health issues and family case management needs;
3. Federal, state and local laws, regulations and codes regarding standards of practice for behavioral health and case management;
4. Community resources and services applicable to carrying out assigned case management and social services responsibilities; and
5. Child, adolescent or developmental psychology and group dynamic theories and practices.

### **Ability:**

1. To identify the mental health needs of students and assess family case management needs;
2. To maintain accurate records; meet established time frames;
3. Establish and maintain effective relationships with those contacted in the course of work;
4. Obtain sensitive and confidential information through personal interview;
5. Interact effectively with parents and children of diverse backgrounds and experiences;
6. Counsel persons on difficult, sensitive and confidential matters often involving issues that are emotionally upsetting;
7. Establish and maintain case records, files, reports and other materials;
8. Communicate effectively orally and in writing; and
9. Work effectively in a multi-ethnic setting.

### **Education, Training and Experience:**

A Master’s Degree in social work, psychology, marriage and family therapy and/or related field. Experience working with behavioral health programs as a Board of Behavioral Sciences (BBS) licensed clinician (LMFT or LCSW) with a community of service or social work organizations involving at-risk children and families.

### **Licenses; Certificates; Special Requirements:**

Licensed Clinical Social Worker (LCSW) or Licensed Marriage and Family Therapist (LMFT) by California Board of Behavioral Sciences (BBS). Preferred Bilingual/Spanish. A valid California Class C driver’s license, a good driving record and the ability to maintain insurability under the District’s vehicle insurance policy.

## **PHYSICAL AND MENTAL DEMANDS**

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable the individual with disabilities to perform the essential functions.

**Physical Demands**

While performing the duties of this class, an employee is regularly required to sit, talk or hear, in person, in meetings and by telephone; use hands to finger, handle, feel or operate standard office equipment; and reach with hands and arms. The employee is frequently required to walk and stand. Specific vision abilities required by this job include close vision and the ability to adjust focus.

**Mental Demands**

While performing the duties of this class, the employee is regularly required to use written and oral communication skills; read and interpret complex data, information and documents; analyze and solve problems; observe and interpret people and situations; use math and mathematical reasoning; learn and apply new information or skills; perform highly detailed work on multiple, concurrent tasks with constant interruptions; work under intensive deadlines and interact with administrators, faculty, parents, students, representative of other public and private agencies and others encountered in the course work.

**WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee works under typical office conditions, and the noise level is usually quiet.

