Job Description
MOORE PUBLIC SCHOOLS

Job Title: Licensed Behavioral Health Professional

Qualifications:

Credentials: Licensed Professional Counselor/Licensed Social Worker/Licensed Marriage and Family Therapist/Other Related Certification Fields (or ability to obtain professional license within 24 months of hire)
Education: Master's Degree

Special Skills, Knowledge, Abilities:

Communication Skills (oral, written, or business): Basic communication skills to exchange information, give/receive simple to more complex instructions and respond to inquiries. Includes filling out forms. Knowledge of grammatical structure, vocabulary for preparing correspondence from rough draft or proofing of completed material. Communicates in clear, grammatically correct English. In addition to above, composes correspondence; trains and directs others and provides complex instructions; conducts interviews. In addition, must use creativity; may make public speeches or presentations.

Reading and Interpreting: Reads and interprets complex and sensitive/confidential records/IEPs and other medical records.

Technology: Experience in the use of technology in order to maintain and track documentation of mental health support for students. Must also be able to communicate with others inside and outside the district.

Mental Health Skills:

1. Strong facilitation, coaching, conflict resolution and problem-solving skills
2. Demonstrated understanding and appreciation of diversity
3. Knowledge of and experience with mediations and conflict resolution
4. Ability to promote and follow Board of Education policies and other district department procedures
5. A high level or organizational skills and initiative
6. Strong communication skills

7. Experience and training in mental health support
8. Ability to build relationships with students

Site: Various

Reports to: Director of Student Services

Job Goals (Purpose of Position):
The Licensed Professional Counselor/Social Worker/ Licensed Marriage and Family Therapist position will work closely with the building administrative team as well as the building school counseling team to coordinate, facilitate, and implement mental health support services for students and staff members. The Licensed Professional Counselor/Social Worker/ Licensed Marriage and Family Therapist position will work with a district-level administrative team and Director of Student Services to coordinate support services across the district. The Licensed Professional Counselor/Social Worker/Licensed Marriage and Family Therapist will provide emotional support and foster a safe and successful learning environment for students and staff in elementary, junior high, and high schools. The primary focus will be on building students' capacity for academic success and positive social and emotional well-being.

Performance Expectations:

1. Provide individual mental health counseling
2. Address bullying/harassment
3. Facilitate restorative justice and conflict resolution
4. Provide crisis assistance
5. Provide mental health resources
6. Liaison to/for community resources; advocacy
7. Address mental health and mental illness, risky behaviors, depression, anxiety, abuse
8. Ability to work with families and guardians
9. Facilitate night/weekend activities as needed

10. Work flexible hours when needed and coordinate days off with other district therapists

11. Other assigned duties

Supervision exercised: None

Physical/Mental Requirements and Working Conditions:

Other than those physical/mental requirements included within the essential functions: Must be able to communicate on the telephone. Must be able to get around the various sites.

TERMS OF EMPLOYMENT: In compliance with Negotiated Contract and/or State Law. Salary to be established by the Board.

EVALUATION: Performance of this job will be evaluated in accordance with Board policy.

Approved 12-11-17

Revised 10-14-19, 7-12-21