Certificated Management

SCHOOL-BASED CLINICIAN II

Definition:

Under the general supervision of a certificated school administrator, the School-Based Clinician II provides school-based behavioral health services, including individual and group therapy, crisis intervention, and consultative support to school staff and families to promote the social, emotional, and academic success of students in Sonoma County schools.

Distinguishing Characteristics:

Maintains strict confidentiality while providing direct therapy services to students and families to support students' mental health needs; maintains regular contact with supervisors per licensing requirements; supports coordination of care among families, schools, and community partners to ensure access to comprehensive behavioral health services; provides integrated mental health support while collaborating with school staff to implement social-emotional learning, relationship-building strategies, and multi-tiered interventions across the school community.

Supervision Exercised and Received:

General direction is provided by a certificated school administrator.

Example of Duties and Responsibilities:

Duties and Responsibilities may include, but are not limited to, the following:

School-Based Mental Health and Wellness Services

- Conducts intake assessments and formulates clinical case conceptualizations to guide treatment planning.
- Provides direct individual and group therapy services to students.
- Provides crisis intervention and risk assessments, including suicide risk, threat assessment, and safety planning.
- Develops, implements, and monitors evidence-based treatment and intervention plans aligned with student needs and educational goals.
- Documents services for medical billing reimbursement within the identified electronic health record in a timely way and in accordance with SCOE practices, protocol and expectations, state and ethical standards.
- Maintains communication and coordination among families, mental health staff, school staff, and community providers.
- Provides consultation, training, and psychoeducation for staff, students, and families on mental health awareness, emotional regulation, and wellness.
- Attends and participates in multidisciplinary meetings (SST, COST, IEP, 504) to

coordinate care and provide recommendations.
- Demonstrates cultural humility and fosters an inclusive environment that reduces stigma and values diversity.

Program Support
- Serves as a member of the school team, integrating within the school-wide culture and system.
- Provides behavioral health support within a multi-tiered intervention framework, including prevention and intervention activities.
- Collects and prepares data and reports related to deliverables, program evaluation, and student outcomes.
- Participates in meetings, committees, in-services, and special events to support program implementation.
- Performs other related duties as assigned.

Employment Standards:

Knowledge of:
- Federal and state laws, codes, regulations and requirements pertaining to areas of assigned responsibility.
- Mental health services and school-based counseling techniques.
- Crisis intervention and suicide risk assessment protocols.
- Community mental health resources and systems of care.
- Documentation, reporting, and billing requirements for behavioral health services.
- Standard software applications.

Ability to:
- Establish effective therapeutic relationships with students, families, and school staff.
- Apply appropriate treatment strategies to diverse clinical presentations.
- Communicate effectively orally and in writing with students, staff, families, and supervisors.
- Work collaboratively as part of a multidisciplinary educational team.
- Maintain clear, compliant, and confidential case documentation.
- Manage a caseload and meet required timelines and reporting expectations.
- Demonstrate flexibility, initiative, and commitment to continuous professional growth.

Computer Skills:
- Basic Word Processing skills, such as the ability to format, save files for cross-platform use and in different versions, work with toolbars, menus, and rulers, insert graphics, use borders, and print labels and envelopes.
- Basic Database skills, such as the ability to sort and retrieve records; create layouts, reports, create and print mailing labels; perform mail merge for form letters; add, edit, delete fields and records.
- Basic spreadsheet skills, including the ability to open, modify, save, and print a new or existing spreadsheet, and enter text and numbers.

- Basic email skills, including the ability to send and open a file attachment.
- Basic Internet usage including the ability to utilize its resources for instructional purposes, use a search engine, bookmark a site, download a file, copy text, edit bookmarks and observe copyright regulations.

Education and Experience:

Education:

- Master's degree in Social Work, Counseling, Psychology, or a closely related field from an accredited program.
- Registration with the California Board of Behavioral Sciences (BBS) as a Licensed Marriage and Family Therapist (LMFT), Licensed Professional Clinical Counselor (LPCC), or Licensed Clinical Social Worker (LCSW).

Experience:

- At least (1) year experience as a professional in a school district is desirable
- Bilingual (Spanish) is preferred.

Credentials:

- A valid California Pupil Personnel Services (PPS) Credential in the areas of School Social Work or School Counseling, or School Psychology.

Physical Abilities:

The physical abilities described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Positions in this classification work indoors and sit for long periods of time.
- The position requires daily oral communication in person and on the telephone, and frequent written communication.
- Requires speaking and hearing ability sufficient to hear over phone and carry on routine conversations.
- The work involves operating a computer, calculator, copier and other equipment, and involves repetitive arm and hand movement.
- Requires hand-eye-arm and finger dexterity to use a personal computer keyboard, ten-key and other common office equipment.
- Entering data by touch requires the ability to hear computer alarms for errors.
- Forms and copies are color coded, requiring the ability to distinguish among colors.
- Requires visual acuity sufficient to recognize people, words and numbers.
- Reaching and lifting up to forty (40) pounds, with assistance.
- Must have normal vision (20/20), corrected or uncorrected.
- Visual acuity sufficient to read manuals, video display screens, and other related material and work at a computer screen frequently and throughout the day.

Work Environment:

The following conditions may be present:

- Walking on uneven ground when outdoors;
- Exposure to student illnesses, injuries, infections and bodily fluids;
- May be exposed to chemicals contained in cleaning products;
- May be required to maneuver into awkward positions.

Other Requirements:

- Must be fingerprinted and satisfactory Department of Justice and Federal Bureau of Investigation records checks must be received by Sonoma County Office of Education, prior to employment.
- TB testing will be required upon employment.
- Must pass a pre-employment physical (if applicable).
- Visual acuity sufficient to read manuals, video display screens, and other related material and work at a computer screen frequently and throughout the day.
- May be required to obtain first aid and CPR certificates within the first 6-12 months of employment.
- May be required to drive with or without students; some positions may require a current California driver license, proof of insurance, and possible participation in the DMV Pull Notice Program once employed.
- A mandatory employment disclose by all former employers for the AB2534 must be completed prior to employment.

Other:

- Adopted: May 2026
- FLSA Status: Exempt
- Bargaining Unit: Unrepresented
- Approved by: Human Resource Services