



JOB DESCRIPTION: MHP – SCHOOL THERAPIST/YOUTH SUPPORT SPECIALIST

DATE: August 29, 2011

PAY GRADE:

LOCATION: COMMUNITY/PUBLIC SCHOOL CAMPUS: VISTA CHARTER SCHOOL

SUPERVISOR:

EXEMPT (Y/N): YES

GENERAL PURPOSE: To provide school-based mental health and substance abuse prevention services, social emotional learning activities, and behavioral support, with an emphasis on experiential learning methods, for the student population of Vista Charter School. This includes individual, group, and family therapy, crisis intervention, and case management. This may include the delivery of individual, group, family, marital, crisis intervention, case management and case consultation services. Service delivery will be home-based or school-based, depending upon the needs of the client. Service goals include, but are not limited to, providing affordable services, preventing psychiatric hospitalization, preventing out of home placement of minors by improving family functioning, linking clients to other services and agencies and improving the functioning and coping skills of individuals and families.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Serves as a positive adult mentor for students, demonstrating pro-social behaviors, and modeling an optimistic attitude, to help build a supportive and constructive school culture
- Provides active listening, encouragement, and life skills coaching to students in need of emotional and decision making support
- Supports youth with problem solving approaches, development of strengths and use of resources to help attain goals
- Facilitates mental health and substance abuse prevention activities, both with individual students and in groups, using experiential learning methods
- Facilitates social emotional skill groups with an emphasis on increasing self and social awareness, emotional self-regulation, constructive relationships, and healthy decision making
- Monitors youth behavior to prevent behavioral disturbances, and performs mental health screening of students
- Conducts mental health status examinations to establish differential diagnosis and treatment plans
- Conducts assessments, to include areas such as review of referral information; identifying and engaging key participants; identifying systemic strengths and weaknesses; and developing an analysis of problem behaviors within the entire system context
- Provides consultation, education and training to school personnel such as behavior management issues of students and identification of students with mental health problems
- Handles crisis situations with youth by taking appropriate action, including physical restraint if necessary. Participates in de-escalation and other non-violent crisis intervention techniques training offered by the RE-1J School district
- Works closely with the Vista staff to integrate prevention and social emotional learning activities into the general curriculum, and to maintain a cohesive school team
- Assists school counselors in providing case management services to students and families
- Prepares and maintains records, reports and logs, and daily charting to agency standards
- Attends regularly scheduled staff meetings, in-service meetings and peer review meetings
- Maintains accurate records and completes paperwork as required or requested for the grant, The Center, the school campus assigned to, or the school district
- Provides referral and linkage to community resources
- Responsible to keep all client information confidential under the policies and procedures of the Center

MISC. DUTIES AS ASSIGNED

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. It is not intended to limit or in any way modify the right of any supervisor to assign, direct, and control the work of employees under his/her supervision. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.

SUPERVISORY DUTIES: None

QUALIFICATION REQUIREMENTS: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.*

Education or Formal Training:

- Masters level degree in one of the recognized mental health professions
- Colorado License preferred (LPC, LCSW, LMFT); must be license eligible
- Training in conducting mental health status examinations to establish differential diagnosis and treatment plans
- Work experience applying experiential learning methods
- Experience with behavior management programs for challenging youth
- Experience in a school based program preferred
- Current first aid certification

Knowledge, Skill and Ability:

- Ability to work with challenging youth
- Ability to intervene in aggressive situations to protect youth and others from harm, using non-violent crisis intervention techniques
- Ability to produce accurate and timely written documentation as required by the Center and program
- Ability to communicate verbally and in writing in regards to youth needs and progress
- Ability to think and act quickly and calmly in emergency situations
- Ability to not be intimidated by youth exhibiting agitated or aggressive behaviors
- Ability to relate and communicate to challenging youth
- Working knowledge of experiential learning methods
- Ability to transport youth in the community
- Ability to work as a team member
- Ability to communicate with community service agencies (i.e., schools, social services)
- Basic computer and keyboarding skills
- Ability to enter data in the Center's computerized record keeping system
- A working knowledge of individual, group, family and crisis treatment approaches and their application to clients with emotional, behavioral and substance abuse problems
- Ability to summarize service themes from a variety of client contacts and communicate suggested improvements for service delivery
- Ability to do mental status exams, data bases and differential diagnoses, service planning, assessment, case management and treatment
- Ability to assess level of risk and make appropriate clinical judgment for resolution of client emergencies to effect a safe outcome
- Ability to work with emotionally and behaviorally disturbed children and adolescents
- Ability to provide services in client's home or other places in the community at the family's convenience
- Some knowledge of psychotropic medications and medical information relevant to mental disorders preferred
- Ability to work a flexible schedule

- Must have a valid Colorado driver's license

Working Environment/Physical Activities:

- May need to provide services in noisy and unclean locations in the community
- Requires working a flexible schedule to include evening hours and some weekend hours
- Requires use of personal vehicle
- Responsible to provide necessary insurance coverage on personal vehicle
- Provides services in schools or other places in the community
- Ability to lift 10 pounds on a regular basis and over 25 pounds occasionally

I have read this copy of my job description, discussed it with my supervisor and understand my responsibilities.

Signature

Date