



Position Summary

Under the direction of the Coordinator of Student Services and the Director of Special Education, the Licensed Mental Health Therapist delivers counseling services that support students' educational needs. The Therapist collaborates with relevant school staff and district personnel to enhance student outcomes. Following the approval of a special education assessment plan and consent to the Individualized Education Program (IEP), the Therapist assesses the student's emotional needs and develops therapy goals and objectives to be implemented through the Individualized Education Program (IEP). The Therapist is also responsible for completing all required documentation and evaluations, as well as creating and monitoring measurable goals for both neurotypical students and those with disabilities.

Essential Job Functions:

- Provide direct mental health services including counseling, consultation, mental health evaluations, treatment coordination, individual/group therapy, and case management in both educational and community settings
- Understand and practice in accordance with federal, state, and local laws, statutes, and/or policies that relate to students and families, such as child protection, child abuse, special education, attendance, education rights, and privacy
- Expand and exchange knowledge through consultation with administrators, specialists, psychologists, counselors, colleagues, and other service providers
- Provide information and support to teachers and administrators regarding classroom environment and school climate that is responsive to the needs of students
- Participate in school meetings related to the discussion and planning for the improvement of student progress
- Maintain appropriate evaluation, treatment records, student progress monitoring data collection
- Utilize the Special Education Local Planning Agencies (SELPA) IEP program (aka SIRAS) to develop measurable, observable, and reasonable therapeutic counseling goals and objectives for implementation
- Provide present levels of performance, propose IEP goals, and document service(s) provision and goal progress in writing for IEP meetings
- Conduct an assessment of student needs
- Conduct suicide threat/risk assessments, including crisis intervention, and collaborate with crisis teams
- Attend student support team meetings and IEPs
- Schedule and conduct therapy through a variety of service models and alternate settings as needed, including in-home settings during non-school days
- Maintain availability during school hours and contracted non-school days
- Attend trainings and workshops
- Serve caseload as agreed in coordination with the Special Education Administrator
- Perform other program-related duties as needed
- Provide professional learning on social, emotional, and mental health topics to staff, students, and community

Qualifications:

- Preferred three years of prior experience working as a mental health provider

- Master's Degree or higher in Marriage and Family Therapy, counseling, psychology, social work, or a closely related field
- Licenses and Other Requirements:
 - Registered with either the California Board of Behavioral Sciences (BBS) or the California Board of Psychology (BOP) as LMFT, LCSW, LPCC, or LEP. PPS credential is desired but not required
- Clearances:
 - All clearances required to provide service in a public school district in the State of California

Knowledge, Skills, and Abilities:

- Common diagnoses and treatments for school-aged children and skills necessary to facilitate positive change in a school environment; social-emotional needs and their relationship to learning
- IDEA disabilities, including, but not limited to, Emotional Disturbance (ED), Autism (AUT), Specific Learning Disability (SLD), and Other Health Impairment (OHI)
- Special education framework, including the Individualized Education Program (IEP) process and IDEA regulations
- Knowledge of various research-based therapeutic methodologies (such as CBT) as well as educationally related counseling assessment, interventions, and techniques for special needs students and their families
- Federal and state laws concerning family rights and behavioral health services
- State Education Code as it applies to the specific accountability of this position
- Computer applications include using common office productivity software, the internet, and specific computer programs related to the job
- Attend IEP meetings and develop or update mental health goals for the students
- Guide students in the development of skills and strategies for dealing with problems
- Prepare and maintain all required treatment records and clinical assessment reports
- Encourage students to express their feelings and discuss what is happening in their lives, and help them to develop Insight Into themselves and their relationships
- Act as a student advocate to coordinate required services or to resolve emergency problems in crisis situations
- Maintain confidentiality of records relating to students' treatment, records, and Information
- Develop progress reports for students with IEPs
- Work independently while following IEPs and make decisions within the framework of established guidelines
- Assess the needs of the student and the Influence of the environment regarding those needs
- Work with and communicate with other public and outside agencies
- Communicate effectively both verbally and in writing with parents and staff concerning student needs
- Establish and maintain cooperative and effective working relationships and Interpersonal skills with others using tact, patience, and courtesy
- Follow oral and written instructions with a minimum of direction
- Work confidentially with discretion
- Establish priorities and deadlines
- Assist with mentoring staff

Terms of Employment:

Salary Placement: Classified Salary Schedule

Work Year: 10 months/185 days

Supervision: Coordinator of Student Services