

**SPECIALIST MENTAL HEALTH/SCHOOL WELLNESS
(SCHOOL WELLNESS COORDINATOR)**

DEFINITION:

Under the supervision of the Coordinator-Mental Health, provides mental health support services including counseling, case management, interventions, risk assessment, crisis coordination management and treatment plans for general education students; plans and conducts mental health trainings for students, families and staff throughout the District.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Provides direct short-term individual/group counseling and case management to students at various District school sites.
- Maintains and documents individual and group counseling logs, notes, and summaries of mental health treatments provided.
- Develops . % ~ î . 2 5

to assigned activities

Applicable diagnosis and treatment models for individuals, groups, and families.

Diagnostic and Statistical Manual of Mental Disorders (DSM).

Normal and abnormal child behavior, development and parentchild relationships.

Behavior modification techniques and strategies.

Crisis management and intervention techniques.

School instructional and curriculum programs.

Community referral resources.

Effective communication strategies including verbal and written formats.

Federal and state laws concerning family rights and behavioral health services

Evidence based practices and modalities (CBT, MFT, Second Step, Collaborative Problem Solving)

Conflict resolution and group dynamics

Operation of a variety of office equipment, a computer and assigned software.

Health Insurance Portability and Accountability Act (HIPAA) 45 CFR 164.512(a) 164.514(a) 164.514(b) 164.514(c) 164.514(d) 164.514(e) 164.514(f) 164.514(g) 164.514(h) 164.514(i) 164.514(j) 164.514(k) 164.514(l) 164.514(m) 164.514(n) 164.514(o) 164.514(p) 164.514(q) 164.514(r) 164.514(s) 164.514(t) 164.514(u) 164.514(v) 164.514(w) 164.514(x) 164.514(y) 164.514(z) 164.514(aa) 164.514(ab) 164.514(ac) 164.514(ad) 164.514(ae) 164.514(af) 164.514(ag) 164.514(ah) 164.514(ai) 164.514(aj) 164.514(ak) 164.514(al) 164.514(am) 164.514(an) 164.514(ao) 164.514(ap) 164.514(aq) 164.514(ar) 164.514(as) 164.514(at) 164.514(au) 164.514(av) 164.514(aw) 164.514(ax) 164.514(ay) 164.514(az) 164.514(ba) 164.514(bb) 164.514(bc) 164.514(bd) 164.514(be) 164.514(bf) 164.514(bg) 164.514(bh) 164.514(bi) 164.514(bj) 164.514(bk) 164.514(bl) 164.514(bm) 164.514(bn) 164.514(bo) 164.514(bp) 164.514(bq) 164.514(br) 164.514(bs) 164.514(bt) 164.514(bu) 164.514(bv) 164.514(bw) 164.514(bx) 164.514(by) 164.514(bz) 164.514(ca) 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LICENSES AND OTHER REQUIREMENTS:

Licensed Marriage and Family Therapist (LMFT), Licensed Clinical Social Worker (LCSW), and/or Licensed Clinical Psychologist or Licensed Professional Clinical Counselor. A PPS in Counseling could be substituted for the above license with candidates understanding that they are hired into the classified service.

Valid California Class C Driver's License

PHYSICAL DEMANDS:

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

Hearing and speaking to exchange information in person and on the telephone.

Seeing to monitor student behavior and read a variety of materials.

Dexterity of hands and fingers to operate assigned instructional equipment.

Bending at the waist, kneeling or crouching to file materials.

Sitting or standing for extended periods of time.

Reaching overhead, above the shoulders and horizontally.

Lifting, carrying, pushing or pulling objects up to 25 pounds.

WORK ENVIRONMENT:

Indoor office/classroom environment. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate. Hazards include:

Contact with hostile or abusive individuals with unpredictable behaviors.

Revised: 7/6/22