

SANTA CRUZ COUNTY OFFICE OF EDUCATION
MENTAL HEALTH COUNSELOR II

DEFINITION

Under the general direction of a licensed clinician, provides associate-level clinical services as a member of the school-based mental health and wellness team within Santa Cruz County's continuum of care. Primary duties include providing direct mental health and wellness services and case management to students and families, assisting in the development and delivery of school-wide mental health and wellness interventions, programs, and trainings, and working as part of a care team at a school site.

SUPERVISION EXERCISED

May exercise leadership responsibilities over other staff; may exercise technical and functional leadership of other staff.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

School-Based Mental Health and Wellness Services:

Provides mental health and wellness services and programs that foster pro-social skills and appropriate behavior, in consultation with a licensed clinician.

Identifies mental health and behavioral needs of students.

Develops and implements treatment plans.

Conducts clinical interviews, assessments, observations, and writes clinical reports with approval and signature from a licensed clinician.

Provides individual, group, and family therapy services.

Reviews student referrals for intensive mental health services and makes recommendations for behavioral health therapy.

Supports the development of behavior support plans.

Maintains communication with families, mental health staff, and providers.

Implements a universal screening system to identify students at risk, in coordination with school-wide social-emotional support systems.

Conducts crisis and/or risk assessments and responses.

Provides specialty mental health and wellness services, including rehabilitation and case management.

Maintains documentation of students served and services provided.

Delivers training to students, parents, and staff in behavioral and social-emotional prevention, intervention, and curricula to reduce the stigma of mental health services.

Collaborates with the school team and attends school-site meetings.

Prepares formal reports, case histories, assessments, and intervention records.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES (CONTINUED)

Fosters an inclusive environment that supports and values the individuality of all clients and partners.

Implements strategies to advocate for communities served, and assists clients in overcoming barriers to accessing services.

Demonstrates cultural humility and competence when interacting with families, caregivers, and students.

Maintains confidentiality of student, family, caregiver, and provider information.

Program Support:

Integrates within the school-wide culture and system as a member of the school team.

Provides behavioral health support within a multi-tiered intervention framework, engaging in prevention and intervention activities.

Offers mental health and wellness support services to district staff and educational teams, including case consultation and advice on student status, diagnosis, and treatment.

Serves as a technical resource for school site staff regarding mental health services.

Assesses the need for and delivers training to educational teams, parents, caregivers, and community agencies as needed.

Serves as a liaison between the County Office of Education, County Children's Behavioral Health, district schools, and community organizations.

Develops and maintains collaborative and effective working relationships with students, families, district staff, County Office staff, and community partners.

Attends and participates in assigned meetings, committees, conferences, in-services, and special events.

Collects data and prepares reports, including data entry and retrieval related to grant deliverables and evaluation.

Perform related duties and responsibilities as assigned.

JOB-RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Successful collaborative experience in public schools and mental health, including child welfare, probation, community-based organizations, managed care plans, or federally qualified health centers.

Advanced training in MTSS (Multi-Tiered System of Supports) with applications in behavioral health interventions.

Tools and strategies related to mental health, truancy prevention, family systems, positive behavior interventions, and public health-inspired prevention models.

Knowledge of (continued):

Principles and practices used in dealing with staff, students, families and outside agencies.

Proper English usage, spelling, vocabulary, grammar and punctuation.

Modern office practices, methods, computer equipment and software.

Needs of at-risk youth, effective implementation of mental health practices, and public health prevention models.

Health regulations and ethics related to school-based mental health services, including the Health Insurance Portability and Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA).

Skill and Ability to:

Demonstrate cultural competence and a deep understanding of the issues facing urban and suburban youth and their families.

Establish and maintain effective working relationships with diverse individuals and groups.

Conduct assessments, crisis intervention, and counseling.

Develop and deliver training for students, parents, and staff.

Interpret, apply, and explain rules, regulations, policies, and procedures.

Analyze situations and adopt effective courses of action.

Maintain confidentiality and discretion.

Work independently with minimal direction.

Communicate effectively orally and in writing

Operate a computer and use standard software applications.

Be courteous and maintain a neat and clean appearance, and demeanor at all times.

EDUCATION AND EXPERIENCE

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Education:

Master's degree in counseling, social work, psychology, or a related field from an accredited college or university.

Experience:

One (1) year of experience in direct counseling with diverse students and families, including: Successful collaborative experience in child welfare, mental health, or probation services is preferred; direct support experience with at-risk youth; experience implementing complex programs and strategies related to mental health, truancy prevention, and family systems; experience supporting students in need of mental health services in a school setting.

License or certificate:

Possession of a valid California Board of Behavioral Sciences Associate Clinical Social Worker (ASW) license, Associate Marriage and Family Therapist (AMFT) license, Associate Professional Clinical Counselor (APCC) license, or proof of submission of a qualifying application for one of these licenses. License must be granted within 90 days of employment start date.

Possession of, or ability to obtain, an appropriate, valid California driver's license and appropriate vehicle operation insurance.

Qualification Requirements

To perform a job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in the job description are representative of the knowledge, skills, and abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

SPECIAL REQUIREMENTS

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 essential functions. Essential duties require the following physical skills and work environment:

Ability to work in a classroom and office environment with the ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, reach, and lift 25 pounds; exposure to volatile and assaultive behavior; exposure to outdoors.

Ability to speak in both English and Spanish or a target language is highly preferred.

Ability to travel to different sites and locations in personal automobile.

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