



HEMET UNIFIED SCHOOL DISTRICT

1791 West Acacia Avenue – Hemet, CA 92545–3637 – (951)765-5100

DISTRICT LICENSED MENTAL HEALTH PROFESSIONAL

JOB SUMMARY

Under the direction of the Director of Wellness and Community Outreach or designee, the District Licensed Mental Health Professional (“DLMHP”) acts as a counselor and direct support provider to our targeted sub-group of students identified as being in need of intervention support within the district. The DLMHP works closely with school sites and community agencies to access appropriate services in the community to support students. The DLMHP monitors the social, emotional and academic needs of an identified group of students within the District to provide proactive support and outreach. The DLMHP will conduct specialized groups for students, families and community members. The DLMHP licensed by the Board of Behavioral Sciences as a Mental Health Professional able to provide clinical services and shall work within the limits of the state licensing board and professional standards. Perform other related work as may be required.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES

- Provide support, referrals, and education on mental health issues to students and families in greatest need;
- Provide groups to meet student needs (e.g. possible support group topics areas: anger management, grief and loss, family change, etc.);
- Monitor and report out the progress of the students served;
- Meet individually with students referred by a school site or district personnel;
- Work closely on planning any immediate or long-term interventions with students and their families;
- Work closely with the District and School Counselors to provide students with strategies that will produce the greatest level of success for these students;
- Work closely with the coordinator to monitor truancy or behavior trends;
- Provide initial assessments of students with identified needs;
- Assess the seriousness and immediacy of student issues;
- Identify and assist students in addressing obstacles to success, creating strategies to help overcome those challenges;
- Provide a general mental health assessment of the students, and advocate for an appropriate intervention;
- Interpret test results to students in individual or group situations as determined by the counselor;
- Lead specialized group and counseling sessions;
- Lead Restorative Conferences;
- Communicate with parents when in the best interest of students;
- Assist students with conflict mediation;
- Participate in student re-entry meetings following suspensions;
- Prepare work-up and refer more serious problems to the District psychologist or appropriate community agencies;
- Disseminate general information as required;
- Participate as a member of the crisis response team;
- Participate as a member of site MTSS teams and follow up on mental health services and supports;
- Participate in site-based or District meetings as requested, including but not limited to IEP, 504, SST, SART, SARB or DA Mediation meetings;
- Prepare reports and correspondence and maintain a variety of documentation, such as, treatment plans, charting, observed behaviors, progress notes, and termination of services;

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES (Continued)

- Serve as liaison with community agencies (such as child protection and community counseling agencies);
- Verify fieldwork requirements and oversee AMFT, ACSW, APCC, MFTT, PCCT, or MSW Interns;
- May provide weekly individual and group clinical supervision in compliance with the BBS; Complete and compile documentation to submit for billing in a timely manner;
- Perform other related duties as assigned.

EMPLOYMENT STANDARDS

KNOWLEDGE AND ABILITIES

Knowledge of:

- Principals and methods of counseling and assessment of students with emotional, social, behavioral, and/or mental health needs;
- Overall growth and development of children;
- Evidence-based practices, areas of secondary curriculum, mental health interventions;
- Applicable treatment modalities and theory;
- District organization, policies and procedures;
- Use of modern technology and office procedures and methods, computer equipment and computer software necessary to perform required duties;
- Oral and written communication skills, including English usage, grammar, spelling, punctuation and vocabulary.

Ability to:

- Provide crisis assessment and/or intervention;
- Develop and coordinate programs;
- Negotiate and resolve conflicts and demonstrate strong interpersonal skills;
- Deal effectively with parents, teachers, administrators, and students;
- Maintain high standards of professionalism;
- Organize and manage time effectively;
- Work both collaboratively and independently;
- Demonstrate leadership and organizational skills;
- Access and use District-adopted web-based systems.

EDUCATION AND EXPERIENCE

- Three (3) years of successful experience working with children in a private or governmental agency providing direct behavioral and/or mental health services;
- Any combination of training, experience, and/or education equivalent to a Master's degree in psychology, mental health counseling, or social work

REQUIRED LICENSES AND/OR CERTIFICATES

- Licensed Marriage Family Therapist (MFT), Licensed Clinical Social Worker (LCSW), Licensed Professional Clinical Counselor, or Licensed Clinical Psychologist;
- Completion of, or ability to complete within sixty (60) days of hire, the appropriate clinical supervision course to supervise an AMFT, ACSW, APCC, MFTT, PCCT, or MSW Intern as specified by the Board of Behavioral Sciences.
- Requires use of personal automobile and possession of a valid California Driver's License. Must maintain possession of such license during the course of employment; have an acceptable driving record; and must be insurable at standard rates by the District's insurance carrier and maintain such insurability.
- Valid California State Board of Behavioral Science Examiner License either as a Marriage and Family Therapist (MFT), Licensed Clinical Social Worker (LCSW), Licensed Professional Clinical Counselor (LPCC), or Licensed Clinical Psychologist.

PHYSICAL DEMANDS AND WORKING CONDITIONS

The physical requirements indicated below are examples of the physical aspects that this position must perform in carrying out the essential job duties and responsibilities listed above.

Physical Demands: Occasionally lift, push, pull, run, carry and drag items up to 10 pounds (occasionally), up to 25 pounds (infrequently), and up to seventy-five (75) pounds (rarely); walk over rough or uneven surfaces, stand for extended periods, sitting for extended times; bending at the waist, stoop, and twist (continuously); squat, kneel or crouch, climb stairs (frequently); Grasp and manipulate materials, equipment, and supplies (frequently); climbing, reaching to retrieve and maintain files and records; reaching overhead, above the shoulders and horizontally; dexterity of hands and fingers to operate standard office equipment, computer keyboard; and other equipment necessary to complete the required duties; use hearing and speaking to exchange information in person and on the telephone (continuously);

Working Conditions: Indoor office and classrooms, outdoor school grounds; exposure to: office, student and playground noise, seasonal temperatures, dust and wind.

In compliance with the Americans with Disabilities Act (ADA), the Hemet Unified School District (HUSD) will provide reasonable accommodations to qualified individuals with disabilities for the purpose of enabling the performance of the essential duties and responsibilities of the position. HUSD encourages both prospective and current employees to discuss potential accommodations with the Human Resources and/or Safety/Risk Management.

EMPLOYMENT STATUS

Classified Bargaining Unit Position

Schedule 206/207

Revised September 2021