

## **JOB DESCRIPTION**

<b>Title:</b> <b>Mental Health Clinician</b>	<b>Division/Department:</b> <b>Community Programs</b>
<b>Department:</b> <b>Waseca Area Off Campus (WAOC)</b>	<b>FLSA (Fair Labor Standard Act) Status:</b> <b>Salaried</b>
<b>Reports To:</b> <b>SCHRC Clinical Supervisor</b>	<b>Employment Status:</b> Full time, school calendar

### **SUMMARY**

The WAOC Mental Health Clinician ensures a therapeutic/academic environment that enables each student to develop, as much as possible, the necessary skills to succeed in their home, community and school. This individual will provide direct behavioral health treatment interventions. This individual assists the teachers in educating the student by providing education and awareness of the behavioral health challenges the students face and ways to promote positive interactions and a successful learning environment for each child. The clinician will develop policies and procedures for addressing behavioral health emergencies.

### **PRIMARY RESPONSIBILITIES**

- Provides clinically appropriate therapeutic programming in a one-to-one or group modality
- Develop and utilize crisis management plans
- Facilitates group sessions related to behavioral health needs of the students
- Provides individual therapy to the students
- Assists teachers and paraprofessionals with behavior management as needed or requested.
- Makes recommendations and referrals for further mental health services as needed
- Administers assessments, such as the CASII, on admission, every 6 months and at discharge.
- Develops therapeutic treatment plans and updates them every 6 months
- Provides clinical guidance to on-site teachers and paraprofessionals as it relates to the behavioral health needs of the students
- Provides ongoing training to students, teachers and families on: mental health education, trauma, behavioral health interventions, developmentally appropriate expectations, and stigma
- Maintains necessary communications with school personnel, social services, CMHTCM, and court services.
- Complete and maintain appropriate documentation and client records.

- Convene and facilitate meetings between child, family and teachers as appropriate

## **SECONDARY RESPONSIBILITIES**

- Participates in clinical review with clinical supervisor and participates in SCHRC meetings as determined by the clinical supervisor.
- Maintains therapeutic skill level via trainings and workshops
- Serves on various committees as appropriate and requested by the school or SCHRC.
- Performs miscellaneous projects and completes various tasks as requested by management.

## **JOB SPECIFICATIONS**

### **Education, Experience and Credentials**

#### **Preferred:**

- Licensed in good standing as a Mental Health Professional in Minnesota (LICSW, L.P., LMFT, or LPCC)
- 2 years post graduate experience working with school age children

#### **Minimum:**

- Graduate student, or Post Graduate student, in a field leading to licensure as a Mental Health Professional in Minnesota
- 2 years experience working with school age children

### **Level of Access for Electronic Protected Health Information**

Clinical Level access and must adhere to all HIPAA and Minnesota Data Privacy guidelines as they relate to the position.

### **Knowledge, Skills and Abilities**

- Knowledge and awareness of behavioral health issues with children and adolescents.
- Excellent written and verbal communication skills
- The ability to communicate and coordinate with others in a genuine and professional manner.

**PHYSICAL REQUIREMENTS**

- Physically able to move around classrooms
- Bend at waist to move objects, crouch for filing charts, etc.
- Must be able to manage fulltime hours and demands of the classroom setting

**TOOLS AND EQUIPMENT USED**

- .Computer, fax, copier, and telephone
- Must have valid driver’s license and able to operate a vehicle.

**WORK ENVIRONMENT**

This individual must be able to tolerate an environment that, at time, can be chaotic and loud. Must be able to manage frequent interruptions and adjustments to plans and schedules throughout the day.

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Employee Signature

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Date

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Supervisor Signature

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Date