

COLUSA COUNTY OFFICE OF EDUCATION

CATEGORY: PUPIL SERVICES

CLASSIFICATION: LICENSED

JOB TITLE: SCHOOL BASED MENTAL HEALTH PROFESSIONAL

BASIC FUNCTION:

Under the direction of the Assistant Superintendent or designee, provide professional services to students in Early Mental Health Initiative (EMHI) program; administer a variety of tests and assessments and recommend appropriate placement and actions for student; consult with administrators, teachers, specialists, parents, and agency and district personnel in forming action plans and recommendations; provide training for child aides; counsel students in individual and group settings; coordinate behavior management programs and activities; chair meetings, maintain records.

REPRESENTATIVE DUTIES:

Perform evaluations and administer appropriate assessments. *E*

Analyze, interpret and summarize test results, observations, and health and developmental information. *E*

Review individual counseling services regarding student progress, behavior, goals, problem resolution, transitions, and crises intervention. *E*

Perform group counseling with students and provide activities and structured environment to increase their self-awareness and self-esteem. *E*

Consult with school personnel regarding student progress, behavior, curriculum, classroom management, educational recommendations, attendance, and other issues. *E*

Confer with school personnel and agency representatives regarding students' educational progress, placements, and behavior; maintain records and refer parents to community agencies for further assistance. *E*

Monitor student progress through classroom observations, formal and informal evaluations, and conferences with school personnel and parents. *E*

Prepare and maintain a variety of confidential records and reports on referred students in accordance with legal and professional requirements. *E*

Develop and provide in-service training for staff development. *E*

Attend local, State and national conferences and meetings; remain current on literature related to special methods and practices and current State and federal laws related to mental health services. *E*

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Theories of intelligence, personality, learning, behavior, child development, counseling, and perception
Counseling interventions for various behaviors and problems
Psychological and psycho-educational assessment instruments and tests and their interpretation and application
Behavioral and educational intervention techniques and principles
Applicable sections of the State Education Code and other State and federal laws
The measurement of intelligence
Statistical properties and standardization of assessment scales
County office guidelines, regulations, policies, and procedures applicable to assigned duties
Educational, psychological and assessment research
Diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of students
Public and private education programs and community resources
Interpersonal skills using tact, patience and courtesy
Computer hardware and software

ABILITY TO:

Select appropriate assessment instruments for use with each student and follow standardized procedures for administering test batteries
Interpret assessment results
Utilize various testing techniques, materials, equipment and instruments
Prepare recommendations for placement, behavioral management, counseling, and referrals to outside community resources
Recognize cultural bias of tests when working with students from ethnic minorities
Write coherent and comprehensive reports
Consult with school personnel and parents
Counsel with students in individual and group settings
Develop, implement, and evaluate behavior management programs
Plan, organize, and present in-service training
Prepare and maintain confidential records and files
Maintain current knowledge of technological advances in the field
Work independently and with confidentiality
Conduct and write functional positive behavioral assessments
Lift and carry objects weighing up to 40 pounds
Operate a vehicle
Operate a variety of office equipment to perform assigned duties

EDUCATION AND EXPERIENCE:

Master's degree in educational or clinical psychology , or school counseling, including at least one year of internship under the supervision of a credentialed school psychologist or school counselor.

LICENSES AND OTHER REQUIREMENTS:

Valid Pupil Personnel Services Credential in School Psychology
Valid California driver's license

WORKING CONDITIONS:

ENVIRONMENT:

Office, classroom, playroom and playground settings
Interaction with students characterized by difficulties in school adjustment

PHYSICAL ABILITIES:

Hearing and speaking to exchange information in person or on the telephone
Seeing to read and prepare a variety of documents and reports
Seeing to observe behavior of students
Sitting or standing for extended periods of time
Dexterity of hands and fingers to operate a computer keyboard and standard office equipment
Reaching overhead, above the shoulders and horizontally to retrieve and store materials
Bending at waist, kneeling and squatting
Lifting, pushing, pulling and carrying objects weighing up to 40 pounds
Driving a vehicle to conduct work

HAZARDS:

Potential contact with individuals displaying physically aggressive, self-abusive, or socially undesirable behavior
Potential for contact with blood-borne pathogens and communicable diseases

Employee Group: Certificated - Unrepresented

FLSA Status: Exempt

Salary Schedule: 725

Approval Date: January 2009