PAJARO VALLEY PREVENTION
and student assistance, inc.

JOB DESCRIPTION

Mental Health Counselor (School Based)

30 hours per week

(Beginning Salary Scale: $31,637-$37,964)
Bilingual pay eligible (additional .21 cents per hour)
Health Benefits Eligible
Position Open Until Filled

Scope of Job
Under the supervision of the Clinical/Program Administrator, the Mental Health Counselor provides a variety of mental health services in support of children, adolescents and their families, including case management, counseling, and/or assisting in the implementation of appropriate treatment or service plans. The majority of the work is done at school sites.

Duties and Responsibilities
- Provide counseling and support services to children, adolescents and their families in a school, home or office setting
- Gather and analyze information on students' presenting circumstances, social and psychiatric history, and/or immediate needs
- Communicate and/or consult with a variety of organizations and/or agencies to attain additional services for students and families
- Participate in staff meetings, in-service trainings, conferences and workshops
- Participate as a team member in case management conferences
- Maintain Medi-Cal (EPSDT) documentation in regards to Mental Health Assessments, Service Plans and Progress Notes in a timely manner as required by Medi-Cal standards
- Adhere to all confidentiality requirements.

Employment Standards
Knowledge of:
- Symptoms and behaviors of mental illnesses
- Basic social rehabilitation, socialization and practical life management skills
- Principles and methods of interviewing, counseling, crisis intervention and assessing psychosocial behaviors
- Diagnostic and Statistical Manual of Mental Disorders (DSM) Criteria
- Medi-Cal/EPSDT service delivery and productivity standards
- Strength based and cultural appropriate services

- School policies and procedures

Ability to:
- Work with children, adolescents and families
- Assess students behavioral and emotional strengths and challenges to make knowledgeable recommendations and/or design appropriate service plans

- Establish and maintain effective work relationships with those contacted in the performance of duties
- Prepare a variety of administrative and professional reports
- Bilingual/Bicultural skills a plus and eligible for additional compensation as noted

Training and Experience
Any combination of training and experience, which would provide the required knowledge and abilities, is qualifying. A typical way to obtain these knowledge and abilities would be:

- A two years Master's degree from accredited college or university in Marriage, Family and Child Counseling, Social Work, Clinical Psychology, Psychology or closely rated behavioral science field.
  OR
- A one year's Master's degree (as above) and two years full time experience in a recognized public or private agency providing mental health counseling, substance abuse counseling, psycho-social assessment, or case management services
  OR
- A BA degree from a college or university in counseling, psychology or mental health related field AND three years' experience in a recognized public or private agency providing mental health counseling, substance abuse counseling, psycho-social assessment, or case management services
  OR
- Four years full-time experience in recognized public or private agency providing mental health counseling, substance abuse counseling, psycho-social assessment, or case management services

Benefits:

PVPSA offers competitive benefits including Paid Time Off, Medical, Dental, Vision, Life and Employer Sponsored Retirement Contribution.