

## SAN LUIS OBISPO COUNTY OFFICE OF EDUCATION

**CLASS TITLE: SELPA MENTAL HEALTH THERAPIST**

### **BASIC FUNCTION:**

Under the supervision of the SELPA Program Coordinator, the SELPA Mental Health Therapist is primarily responsible for helping students to succeed academically, socially, and emotionally by providing individual, group and family counseling and collaborating with educators, parents, and other professionals to create a safe, healthy, and supportive learning environment, complying with Federal and State laws and the Individuals with Disabilities Education Act (IDEA).

### **REPRESENTATIVE DUTIES:**

Provide direct mental health services including counseling (individual and group) consultation, treatment coordination and case management.

Provide consultative/collaborative support to teachers, administrators, and parents regarding mental health or behavioral issues, understanding cultures and substance abuse.

Provide crisis support through behavioral interventions, assisting students to maintain/obtain/regain success in their academic and social environments.

Participate in individual student Individualized Education Plan (IEP) meetings and prepares and present appropriate IEP goals and objectives and make recommendations to district personnel for mental health services and placements.

Maintain the confidentiality of student records and information.

Perform progress monitoring of student's development toward IEP based goals.

Utilize web-based IEP system to develop and update goals in collaboration with the IEP team.

Attend and participate in various in-services, committees and workshops; develop, implement and conduct in-service training sessions for parents and staff.

### **OTHER DUTIES:**

Perform related duties as assigned.

### **KNOWLEDGE AND ABILITIES:**

#### **KNOWLEDGE OF:**

Evidence-based practices of current and professional clinical management techniques.

Trauma informed practices.

Treatment plan development, tailored to each student's unique/assessed needs.

Knowledge of and experience with cognitive behavioral therapeutic (CBT) interventions for special populations.

Current state and federal special education regulations.

Diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of County students.

Policies and objectives of assigned programs and activities.

Oral and written communication skills.

Applicable laws, codes, regulations, policies and procedures.

Interpersonal skills using tact, patience and courtesy.  
Operation of a computer and assigned software.  
Record-keeping and report preparation techniques.  
Basic public relations techniques.

**ABILITY TO:**

Work harmoniously and effectively with student, parents and all stakeholders.  
Work effectively with all segments of the education community, the general public, and diverse cultural populations and individuals in a manner that achieves district goals.  
Effectively engage students.  
Demonstrate highest standards of integrity, honesty, ethics, confidentiality and professionalism  
Prepare and confidentially maintain required records, reports and files related to assigned activities.  
Work independently; be self-regulated and self-disciplined while following general direction in an effective manner.  
Stay abreast of effective interventions, innovations, and practices related to educationally related mental health services.  
Meet schedules and timelines.  
Monitor and adjust activities in response to school district, student and family needs.  
Interpret, apply and explain rules, regulations, policies and procedures.  
Communicate effectively both orally and in writing.  
Establish and maintain cooperative and effective working relationships with others.  
Operate a computer and assigned office equipment.  
Analyze situation accurately and adopt an effective course of action.  
Meet schedules and time lines.  
Work independently with little direction.  
Plan and organize work.  
Prepare and maintain various narrative and statistical records, reports and files.  
Maintain punctual and consistent attendance.  
Work the Extended School year as needed.

**EDUCATION AND EXPERIENCE:**

Master's degree in counseling/social work or related discipline from an accredited institution of higher education. At least one (1) year of fulltime experience in providing mental health therapy services to school-aged children in a California school district, county education office or county mental health authority.

**LICENSES AND OTHER REQUIREMENTS:**

Valid California Driver's License  
Valid California Pupil Personnel Services Credential  
Crisis Prevention Intervention (CPI), CPR, and ASIST or commensurate certification must be earned within 130 days of employment.

**DESIRED:**

Valid Marriage and Family Therapy (MFT) license.  
Bilingual Spanish.

**WORKING CONDITIONS:**

**ENVIRONMENT**

Inside work in offices or classrooms and some outside work with exposure to weather conditions during outdoor activities, or home visits.

Driving vehicle throughout the county to conduct work.  
Possible contact with hostile or abusive students or adults with unpredictable behaviors.  
Interruptions occasional crisis or emergency situations.

**PHYSICAL DEMANDS:**

Dexterity of hands and fingers to operate a computer keyboard.  
Seeing to read a variety of materials.  
Sitting or standing for extended periods of time.  
Hearing and speaking to exchange information.

Grade Allocation: Certificated grade 40 (190 days)	Accountability of time: Assigned Administrator
Adopted: 3/18/19	Tasks assigned by: Assigned Administrator
Revised: 9/10/2021	Evaluated by: Assigned Administrator
	Hiring authority: Assigned Administrator