

MANAGEMENT JOB DESCRIPTION

LEAD MENTAL HEALTH SPECIALIST

JOB SUMMARY:

The Lead Mental Health Specialist for Foster and Homeless Youth is focused on providing comprehensive mental health support to vulnerable youth populations. Under the direction of the Assistant Superintendent of Student Services, plans, coordinates, organizes, and manages the implementation of programs and support for students experiencing homelessness and Foster Youth. Oversee the delivery of social work services, to ensure compliance with state regulations and that these individuals receive adequate mental health services, support, and advocacy to promote their well-being and successful integration into society.

ESSENTIAL JOB FUNCTIONS:

- Collaborates with other stakeholders, such as government agencies, community organizations, and healthcare providers, to address the social welfare needs of the community and improve outcomes for students and families.
- Conduct regular meetings and training sessions for site social workers and school counselors.
- Monitor the quality and effectiveness of social work services provided within the district.
- Collect and maintain accurate data on demographics, services provided, and outcomes achieved.
- Organize workshops, trainings, and awareness campaigns to reduce stigma surrounding mental health and promote positive mental well-being among youth.
- Develop and implement comprehensive mental health programs tailored to the specific needs of foster and homeless youth.
- Conduct regular case reviews, clinical supervision sessions, and staff meetings to ensure quality service delivery and adherence to best practices.
- Works directly with families, school staff members, and representatives of community agencies in foster youth, child abuse, and neglect cases.
- Supervises and trains School Social Work Interns providing services to the sites.
- Establishes monitoring and evaluation process for students enrolled in social services and programs.
- Provides training services to site staff on positive behavioral supports and relationship building for students.
- Coordinates and facilitates family skills training programs.
- Assists in the implementation of schoolwide violence prevention programs at school sites.
- Assesses school and districtwide social problems and situations interfering with students' access to an optimal education experience.

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- Serves as liaison between the school, the home, and the community in building and maintaining positive relationships.
- Participates with school staff in addressing situations adversely affecting the personal, social-emotional, and academic development of students.
- Serves as a member or consultant for diagnostic and educational planning teams.
- Coordinates social services resources within and outside the school system for use by students, families, and school personnel.
- Develops, submits, and implements an annual social services plan based on identified needs.
- Participates, as appropriate, in the development of training programs for staff and families related to the mental health needs of students.
- Performs other duties as assigned.

ESSENTIAL JOB REQUIREMENTS - QUALIFICATIONS:

- Minimum of 3 years of experience in providing mental health services to youth, with a focus on foster care and homelessness.
- Education and Experience: Master's Degree including all courses needed to meet credential requirements; two or more years of experience in school social work services.
- Required Credentials(s): California Clear Pupil Personnel Services Credential in School Social Work.
- Required: Licensed Clinical Social Worker (LCSW)
- Strong knowledge of social welfare policies, regulations, and best practices.
- Personal Qualities: Ability to plan, organize, coordinate, and prepare clear, accurate, and timely written and oral reports; identify and assess the socio-emotional needs of students and design appropriate educational or preventative interventions to enhance the learning environment; establish and maintain effective and cooperative working relationships with others; communicate and interact effectively and professionally under pressure; and analyze situations and adopt effective courses of action.

Management Salary Schedule: Range M (195 days)

BOARD APPROVED: 03/13/24

REVISION DATES: