

MENTAL HEALTH CASEWORKER

Purpose Statement

Under the direction of the Program Manager the job of Mental Health Caseworker is done for the purpose/s of providing mental health services to assigned eligible students at various locations within the District. Determines eligibility of clients for services, assesses needs, and provides case management services for students and families for mental health services as a license eligible or licensed mental health professional.

Distinguishing Characteristics

The Mental Health Caseworker classification performs a variety of mental health services to eligible students. Incumbents in this classification are license eligible or licensed professionals gaining clinical experience required to qualify for licensure, and are under the supervision and close review of the Program Manager. Mental Health Caseworker differs from Licensed Mental Health Clinician in that incumbents of the latter are fully licensed.

Essential Functions

- Provides case management services as license eligible or licensed mental health professional to students diagnosed with mental health problems including individual, group, and/or family counseling.
- Provides support through information exchange and/or presentation to administrators, teachers, parents, law enforcement and/or other interested community members regarding mental health issues.
- Collaborates in recommendations to district personnel for mental health services, and assists with the preparation of appropriate IEP goals and objectives as necessary. Performs case assessments to determine needs of students by preparing case history information and developing service plans for students with mental health needs; completes related reports as needed.
- Provides crisis support through behavioral interventions, assisting students to maintain/obtain/regain success in their academic and social environments.
- Plans, prepares, and conducts counseling sessions in a variety of settings (individual, family, groups) to help students improve social and emotional functioning and development.
- Evaluates the effectiveness of therapeutic program and students' progress in resolving identified problems and moving towards defined objectives.
- Participates in special assessments, individual counseling plans and/or other student progress meetings as needed.
- Serves as a liaison to regional and community resources that provide services for students and parents in medical, psychiatric, therapeutic and/or other needs.
- Participates in conducting threat assessments as needed.
- Maintains confidentiality of student records and information.
- May work evening hours to meet with families and provide family counseling sessions per IEP and/or other identified services.
- Completes Medi-Cal billing.

Other Functions

- Performs other related duties, as assigned, for the purpose of ensuring an efficient and effective work environment.

Job Requirements: Minimum Qualifications **Skills, Knowledge and Abilities**

SKILLS are required to perform multiple, highly complex, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: applying assessment instruments; operating standard office equipment including pertinent computer software; and preparing and maintaining accurate records.

KNOWLEDGE is required to perform advanced math; review and interpret highly technical information, write technical materials, and/or speak persuasively to implement desired actions; and analyze situations to define issues and draw

conclusions. Specific knowledge required to satisfactorily perform the functions of the job includes: Knowledge of federal and state laws and regulations, and all district policies, rules, procedures and guidelines. Must have effective working knowledge of current and professional clinical management techniques; knowledge of and experience with cognitive behavioral therapeutic (CBT) interventions for special populations and knowledge of the IEP process.

ABILITY is required to schedule a number of activities, meetings, and/or events; often gather, collate, and/or classify data; and use job-related equipment. Flexibility is required to work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using defined methods. Ability is also required to work with a diversity of individuals and/or groups; work with data of varied types and/or purposes; and utilize job-related equipment. In working with others, independent problem solving is required to analyze issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is limited to moderate. Specific abilities required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; maintaining confidentiality; meeting deadlines and schedules; working as part of a team; working with detailed information/data; and maintaining effective working relationships.

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: some lifting, carrying, pushing, and/or pulling; and significant fine finger dexterity. Generally the job requires 40% sitting, 30% walking, and 30% standing. The job is performed under a generally hazard free environment.

Education/Experience

Master's degree from an accredited university and/or college with major coursework in social work, psychology, counseling or a closely related field. One year of experience in the behavioral health plan process (direct services, treatment plans, monitoring of progress, and termination of services), including experience providing mental health services to special education students. Bilingual (English/Spanish) desirable. Experience with students in grades K-12 in a public school setting in special education and/or students in foster care or experiencing homelessness.

Required Testing

None Specified

Certificates & Licenses

Valid Registration as Marriage Family Therapist Intern (MFTI), or
Valid Registration as Clinical Social Worker Intern (MSW)
Must be License Eligible with valid Registration
Valid California Driver's License and Evidence of Insurability

Continuing Educ./Training

None Specified

Clearances

Pre-placement Physical Exam; TB Clearance; and Criminal Justice
Fingerprint/Background Clearance.

Sweetwater Union High School District programs and activities shall be free from discrimination based on age, gender, gender identity or expression, or genetic information, sex, race, color, religion, ancestry, national origin, ethnic group identification, marital or parental status, physical or mental disability, sexual orientation; the perception of one or more of such characteristics; or association with a person group with one or more of these actual or perceived characteristics." SUHSD Board Policy 0410