



Non-represented Classified Job Description

MENTAL HEALTH INTERN

General Definition:

Under the supervision of the Director of Educational and Pupil Services/Student Assistance Program, provides services in the school setting to meet the needs of students related to mental health, substance abuse, violence and conflicted relations.

Employment Term:

15-30 hours per week, 9 months per year

Salary:

\$23 per hour

Supervision From:

Director of Educational and Pupil Services/Designee/Director of Special Education

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and Experience:

Master's or higher degree, and at least one year experience with high school age children and families preferred.

Certificates and Licenses:

Must be a registered intern with the California Board of Behavioral Sciences or be a valid Licensed Marriage and Family Therapist (MFT), Licensed Clinical Social Worker (LCSW), or Licensed Professional Clinical Counselor (LPCC). Certified in First Aid and CPR, possess valid CA Driver's license, evidence of TB and criminal justice fingerprint clearance.

DUTIES AND RESPONSIBILITIES:

1. Provide individual, group, and family counseling services to students who self-refer or are referred by a parent, teacher or administrator for issues related to mental health, substance abuse, and/or violent relationships.
2. Facilitate group therapy and/or psychoeducational groups independently or as a team member.
3. Conduct intake assessments, prepare treatment recommendations and make referrals as necessary.
4. Assist students in crisis as needed.

5. Maintain confidential clinical records of sessions.
6. Engage, advocate for, and support all students in learning.
7. Collaborate and coordinate with school and community resources.
8. Collaborate with teachers, counselors, Special Education staff and administrators.
9. Must be able to meet and interact with employees and parents/guardians in routine situations, which require tact, discretion and courtesy.
10. Understands and follows FERPA and Mandated Reporter regulations.
11. Other related duties as needed.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position requires normal physical strength and endurance for standing, sitting, bending, or walking. Work assignments are normally located in a work environment with light physical work and required light physical effort. Lifting requirement: 25 pounds maximum or carrying any object weighing over 15 pounds.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is moderate to loud.