

ARLINGTON PUBLIC SCHOOLS
Arlington, MA 02476

JOB DESCRIPTION

POSITION: Mental Health Assessment and Outreach Specialist

JOB GOALS: This position will support the development and implementation of a universal screening district-wide to identify students who need more intensive levels of support for behavioral and mental health. This goal will be accomplished by working alongside counseling staff and serving as a liaison between the school, families, and community organizations to support students' mental health. This position will partner with departments for Counseling and Social Emotional Learning (SEL), Diversity, Equity and Inclusion (DEI) as well as English Language Learners (ELL), METCO, and Special Education to ensure effective communication with families related to students' mental health. This position will ensure that all students are able to access the behavioral health screeners as well as all tiered supports referred for families. This will require home visits, phone calls, and personalized, frequent, repeated, creative outreach with team collaboration.

Qualifications:

- Hold or be eligible to obtain either a valid school counselor license or school social worker license.
- Strong interpersonal relationships with students, staff, and parents
- Ability to communicate effectively in written and oral forms
- Ability to develop and compile a variety of records and reports
- Experience with spreadsheets and assessing data and universal screeners.
- Ability to work effectively with diverse cultural groups, multilingual preferred.
- Experience in community outreach and building community relationship
- Strong administrative organization and ability to maintain complete and accurate records. Self-starter with ability to work independently
- Valid driver's license, good driving record, and regular access to a reliable vehicle

Responsibilities:

- Collaborate with and educate colleagues and school communities about mental health assessments and supporting students' mental health in the classroom.
- Assist staff with the identification of students who need additional (moderate/Tier II or intensive/Tier III) support based on assessment and observations of students.
- Participate in joint planning and case management with community agencies that support students' needs.
- Conduct staff and community education on behavioral and mental health screeners.
- Maintain professional practice and development, staying current with recent approaches to improving behavioral health services for students, staff, and families.

- Gather and track data on students' mental, social, and emotional health and well-being.
- Work independently, with minimal supervision and guidance, in performing all assigned responsibilities in an efficient and correct manner.
- Perform outreach to community members who may require additional support or assistance, as well as to the wider community with information about available services.
- Assist families to identify and access community treatment, support, and other resources.
- Provide mental health services to students across the district as needed in response to screening and assessments, as a supplement to building-based counseling and services.
- Coordinate closely with other project staff, including principals and counselors.
- Work with collaterals and other professionals involved with families.
- Communicate effectively with students, parents, school staff, community members and state organizations in written and oral presentation.
- Identify community resources to support families in accessing support parenting support services and other other needs.
- Attend team and project staff meetings.
- Regular attendance and punctuality is required.
- Other related duties as assigned by the supervisor.

Competencies:

- Communication
- Teamwork
- Problem Solving
- Development and Continual Learning
- Adaptability and Flexibility
- Valuing Diversity
- Family and Student Focus

REPORTS TO: Director of Social Emotional Learning and Counseling

TERMS OF EMPLOYMENT: 10 month, 183 work Day Position in Accordance with the Arlington Education Association Bargaining Unit

BENEFITS: Health, Dental, Life and other Insurance Benefits available

Arlington values diversity. The Arlington Public Schools is an Equal Opportunity Employer. We do not discriminate on the basis of race, color, religious creed, national origin, sex, sexual orientation, gender identity, genetic information, military service, age, ancestry, or disability.