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*Inspiring a healthy community through patient-centered care.*

**Job Title: School Based Mental Health Therapist (LCPC/LCSW)**

**Department: Behavioral Health**

**Supervisor: Chief Behavior Health Officer/Behavioral Health Manager**

**Salary: To be determined based on experience**

**Job Overview:** As a part of the Bullhook Community Health Center team, the School Based Mental Health Therapist provides individual and group psychotherapy, along with behavioral interventions, treatment planning and clinical mental health assessments to adolescents and children in an outpatient, school-based and clinic setting. Work with adolescents, children and/or families to help identify goals and potential solutions to problems causing emotional turmoil. Assist the patient in improving communication and coping skills, increase self-esteem and promote behavior change and optimum behavioral and emotional health.

**Essential Functions (Major Duties or Responsibilities):** Demonstrate patient centered standard of conduct by making patients and their needs a primary focus. Develop and sustain productive patient relationships. Evaluate and assess mental health functioning and diagnosis of mental health conditions. Utilize assessment tools in diagnosing or tracking symptoms. Provide counseling activities including but not limited to processing trauma, enhancing coping skills, providing family functioning and relationship enhancement interventions, promoting communication and social interaction, parenting education, mental health or domestic violence counseling and psychoeducation.

Collaborate with school personnel to coordinate interventions with students and advocate for client's needs within the school setting. Coordinate and plan for care consulting with interdisciplinary team members. Provide consultation and education to schools about mental health topics. Utilize play therapy or play therapy strategies with children and families. Complete required assessments, treatment plans, progress reports, case notes, and any other required documentation. Document assessments, interventions, and evaluations of care accurately, objectively, and timely. Maintain security and confidentiality of data and information.

Maintain all required licenses, certification and continuing education requirements for state licenses and certifications. Attend client, staff, in-service days, conferences, and other meetings as assigned or scheduled.

Communicate with members of the health care team. Refer cases to mental health specialists as appropriate. Attend and participate in meetings of the multidisciplinary care team, staff meetings, participate in regular peer review, management of caseload, performance improvement and evaluation processes. Participate in trainings, IEP meetings, community forums, etc. Provide peer consultation/review.

Maintain ethical boundaries with clients, families, and others as noted in agency policy handbook and ensure confidentiality of clients. Represent and conduct self in accordance with Bullhook Community Health Center, Inc. Mission, Vision, and Values. Friendly, positive attitude is imperative to the success of the service. Perform other duties as assigned.

**Minimum Qualifications (Education and Experience):** Licensure/Certification/Registration: Candidates must be licensed in Montana as a Clinical Professional Counselor or Licensed Clinical Social Worker or be



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eligible for and working towards Montana State License as a professional counselor or clinical social worker. Master's degree in Psychology, Social Work, Counseling, or similar field of study is preferred. Valid driver's license issued by the State of Montana. Professional experience in clinical management within a multi-disciplinary treatment team setting, child/adolescent diagnosing, and psychological assessment & treatment of children and adolescents is preferred.

**Knowledge, Skills and Abilities (KSA's):** Strong communication skills including the ability to communicate in a positive manner, verbally and in writing. Self-motivated, independent, professional, creative, and dependable. Ability to function without supervision and to work with difficult personalities and situations within guidelines. Ability to work with others as a team to insure quality patient care and efficiency. Knowledge of growth and developmental needs of patients and families. Knowledge of school district disciplinary guidelines and at-risk student characteristics/needs. Knowledge of special education regulatory requirements. Serve as member of committees as requested.

**Physical and Environmental Demands:** Work is performed in a school office and clinic setting; stands, walks with intermittent sitting; reaches for and uses writing instruments and keyboard; reads reports and other written materials; extensive use of telephone and oral communication with the public and coworkers; stoops; bends; kneels; reaches for; picks up; and pushes or pulls; ability to lift up to 30 pounds.

**Special Requirements:** Performs duties in the deliverance of health services. Hazardous risks may include exposure to infected body fluids, sharp instruments and chemicals, requires adherence to universal safety precautions.

### **Position Expectations**

**Team Approach:** Managing patient care is a team effort that involves clinical and nonclinical staff (i.e., physicians, nurse practitioners, physician assistant, nurses, medical assistants, schedulers, billers and front-end staff) interacting with patients and working as a team to achieve stated objectives. Emphasis is on ongoing interactions of team members to discuss roles, responsibilities, communication and patient hand-off, working together to provide and enhance the care provided to patients. All staff are members of the team. Involvement of the patient/family/caregiver with care team members is critically important to patient-centeredness.

**Position: School Based Mental Health Therapist (LCPC/LCSW)**

**Hours: 40 hours per week**

*\*Bullhook Community Health Center (BCHC) is an equal opportunity employer. BCHC shall, upon request, provide reasonable accommodations to otherwise qualified individuals with disabilities.*