



### **Job Description: Mental Health Counselor**

**Job Summary:** The Mental Health Counselor will provide individual and group mental health counseling sessions for students/clients of The Health Center at designated school clinic site. Mental health services to students are provided during school hours, when school is in session.

#### **Principle Responsibilities of the Position:**

- Provide individual and group mental health counseling for The Health Center clients consistent with standards established by the Washington State Department of Health and The Health Center policy.
- Deliver “best practice” individual and small group counseling services.
- Complete required documentation (intake, visit notes, billing slip, etc.) promptly and efficiently, according to organizational policy
- Participate with The Health Center interdisciplinary team to provide mental health care recommendations for students and/or multi-disciplinary team meetings with outside agencies.
- Consult with primary care provider, teacher, school counselor, and other mental health professionals as needed.
- Make appropriate referrals as needed based on clinical judgment, providing the student at least 2 options for care.
- Provide counseling sessions for parents with students as needed.
- Provide case management, advocacy, and resource linkage.
- Develop and facilitate support groups.
- Maintain professional behavior and relationships with school faculty, Health Center staff and referral resources.
- Attend monthly peer-to-peer and one-on-one supervision with the Mental Health Supervisor.
- Participate in activities that promote professional development and use clinical/educational research to enhance therapy services.
- Support and follow the policies and procedures of The Health Center
- Assist The Health Center in following emergency and crisis procedure guidelines.

**Education and Experience Requirements of the Position:**

- Minimum Qualification: Graduate of accredited masters program in Social Work and/or Mental Health Counseling
- Understanding of psychodynamics of children, adolescents, and treatment strategies for common mutual health problems of children and adolescents.

**Knowledge/Skills/Abilities Requirements:**

- Effective oral and written communication skills and group facilitation skills
- Demonstrated ability to facilitate management of patients in clinic setting.
- Compliance with Washington State and United States federal laws and regulations for the provision of ambulatory mental health services.
- Proper mental health record keeping in compliance with HIPPA.
- Ability to be flexible with day-to-day scheduling changes
- Culturally sensitive and willing to work with persons from various socioeconomic and ethnic backgrounds.
- Seek and take advantage of opportunities for professional growth.

**Preferences:**

- Bilingual (Spanish) preferred
- Familiar with ACEs (Adverse Childhood Experiences) and trauma-informed practices

**Position Status:** Non-exempt (hourly)

**To Apply:**

Send a letter of interest and a resume' to [stan@thehealthcenterww.org](mailto:stan@thehealthcenterww.org).

*The Health Center operates school based health centers at specific local elementary, middle, and high schools during the school year, providing free medical and mental health integrated services to enrolled students. This is an opportunity to work with an interdisciplinary team to create change for an at risk population in Walla Walla.*