



POSITION ANNOUNCEMENT

POSITION: **Mental Health Team Specialist** – Counseling Center

LOCATION: 2750 Sutterville Rd. Sacramento, CA 95820

SCHEDULE: Monday – Friday, 8:30am-5:00pm. Evenings and/or weekends based on program needs.

SALARY: \$28.53 – \$32.09 per hour, to start

Founded in 1867, the Sacramento Children's Home is the oldest active charity in Sacramento and among the most highly respected. SCH is an equal opportunity employer who values an inclusive work environment that celebrates and recognizes the diversity of its employees. At SCH, we appreciate that having employees of many different backgrounds strengthens our organization, and we strive to create a workforce that reflects the diverse and culturally rich communities that we serve.

OVERVIEW: The Therapist is responsible for providing assessment, individual, family, and group therapy, case management, collateral services, Child, Family and Team Meetings, and crisis intervention services, in compliance with the Sacramento County Mental Health, DBHS, and EPSDT standards, to clients enrolled at the Counseling Center.

DUTIES:

1. (60%) Direct Services

- Coordinates, schedules, and facilitates Child, Family, Team Meetings (CFT).
- Coordinates with teachers, social workers and other adjunct providers and treatment teams.
- Provides collateral/parenting support.
- Link clients and caregivers to resources within the community and provides a warm handoff to ensure linkage..
- Provides crisis case management, including collaboration with discharging hospital, obtaining appropriate hospital discharge records and coordination of discharge planning.
- Provides support to families towards stabilization of housing for the purpose of preventing or addressing homelessness.
- Administers and scores assessments, including but not limited to CANS and PSC-35, as assigned.
- Completes internal and external referrals and supports direct requests for services.
- Provides an array of direct services to clients/families, as needed.

2. (40 %) Paperwork , Meetings and Other Duties

- Enters assigned client/family data entry in Electronic Health Record.
- Participates in treatment planning and case conferences as part of the child, family, and team to support caregivers working towards clients' mental health goals.
- Writes daily progress notes for each service (billable and non-billable) delivered within county required and SCH documentation policy guidelines.
- Participates in all Counseling Center and agency meetings, trainings, supervision, case conferencing, , community meetings, etc..
- Establishes and maintains positive and effective working relationships with internal staff and external resources.
- Adheres to policies, systems and standards of the Sacramento Children's Home and all applicable programs, agencies, and contracts.
- Meets billing requirements for position.
- Carries out mandated reporter duties as required by law.
- Performs other duties as assigned.

Knowledge, Skills, and Abilities:

- Must be able to read, write, speak and understand the English language.

- Ability to establish and maintain appropriate boundaries with families.
- Must be able to function independently and be able to seek guidance when necessary to assist in working with the children and families.
- Ability to work flexibly, creatively, and comfortably with families of varied ethnic and socio-economic backgrounds.
- Excellent writing, organizational and communication skills.
- Knowledge of child abuse issues.
- Ability to relate to children and families in a positive manner.
- Knowledge of child development and behavior
- Knowledge of and/or the ability to locate community resources for meeting the needs of youth/families.
- Knowledge of family dynamics.
- Knowledge of substance abuse issues.
- Ability to facilitate team meetings involving family and system(s) partners.
- Good organizational skills.
- Skill to maintain a professional, confidential work environment.
- Strong leadership skills.
- Ability to manage multiple tasks at one time in an efficient manner.
- Excellent problem-solving skills.
- Knowledge of Microsoft Word, Outlook, and Excel.
- Ability to report to work on a regular and reliable basis.
- Ability to represent SCH values and principles in a variety of settings.
- Ability to maintain positive working relationships in a respectful and collaborative manner.
- Ability to effectively manage stressful situations and respond to crisis in a timely and appropriate manner.
- Able to deal with volatile situations involving clients/families.
- Ability to provide services at any SCH sites, co-located partner facilities and in various community locations.
- Able to provide services at times to meet the needs of youth and families to include evenings and weekends.

QUALIFICATIONS: Driving is an essential function of this job, and as such, employees in this position will be required to furnish their own vehicle to be used in the course of employment. A valid driver's license and minimum insurance coverage is required.

Must be at least 21 years of age.

Education and Experience:

At least four years of full-time experience working in the mental health field and a Bachelor's degree is required. An Associate's degree is allowable with at least 6 years of full-time experience working in the mental health field. A Master's degree is allowable with at least 2 years of full-time experience working in the mental health field.

Licenses, Certifications, and Registrations:

CPR Certification preferred or obtained within agency-required timeframe.

BENEFITS: Excellent benefits package including medical, dental, vision, life and accident insurance, short and long-term disability plans, retirement plan with company match, paid vacation, sick leave, 11 paid holidays, tuition reimbursement, professional development and career advancement opportunities.

TO APPLY: Qualified employees must submit a completed Request for Promotion or Transfer form along with their resume to Human Resources. External candidates must complete our on-line employment application available at www.kidshome.org/careers.

PLEASE NOTE: Non-SCH employees who are made an offer of employment will be required to pass a post-offer, pre-employment background process that includes passing a drug test, including marijuana. Applicants who do not pass any part of this pre-employment process will have their offer of employment rescinded.