



Director School Based Mental Health Services

Position Summary:

This position is responsible for the coordination and oversight of School Based Mental Health Services across the Menominee County ISD and for the management of mental health related grants (31n, 31p, 31aa, 31o, etc.) and mental health school based practitioners. In addition to the coordination of services, this individual will be responsible for collaborating with other local, regional and state partners in order to promote robust mental health and wellness support for students

Required Qualifications:

- Fully licensed Master's level social worker, psychologist, counselor or related field; School Administrator certification.

Preferred Qualifications:

- Knowledge regarding the use of positive behavior supports and inclusion practices; Educational background and/or work history in adverse childhood experiences, therapy, and crisis intervention; Training in school-based risk and threat assessments; Ten years of successful mental health and school administrative experience; Demonstrated ability to work in a collaborative manner with parents and professionals; Experience with coordination of mental health services between schools and community agencies.

Conditions of Employment:

Employment Date:

July 1, 2024

Terms of employment:

52 weeks per contract/fiscal year

Salary Range: \$90,000-\$110,000; Full Benefit Package; Salary & Benefits commensurate with qualifications and experience.

Posting Date: March 19, 2024

Application Deadline: April 2, 2024

Send cover letter, resume, and application to:

Janene Salewsky – HR/Office Manager-Menominee County ISD

1201 41st Avenue, Menominee, Michigan 49858

careers@mc-isd.org

Visit <https://www.mc-isd.org/> for complete job description and posting.



Telephone: (906)863-5665

Intermediate School District

Fax: (906)863-7776

1201 41st Avenue

Menominee MI 49858

www.mc-isd.org

TITLE: Director School Based Mental Health Services

QUALIFICATIONS: Fully licensed Master's level social worker, psychologist, counselor or related field; School Administrator certification; Knowledge regarding the use of positive behavior supports and inclusion practices; Educational background and/or work history in adverse childhood experiences, therapy, and crisis intervention; Training in school-based risk and threat assessments; Ten years of successful mental health and school administrative experience; Demonstrated ability to work in a collaborative manner with parents and professionals; Experience with coordination of mental health services between schools and community agencies.

REPORT TO: MCISD Superintendent

GENERAL SUMMARY: This position is responsible for the coordination and oversight of School Based Mental Health Services across the Menominee County ISD and for the management of mental health related grants (31n, 31p, 31aa, 31o, etc.) and mental health school based practitioners. In addition to the coordination of services, this individual will be responsible for collaborating with other local, regional and state partners in order to promote robust mental health and wellness support for students

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide programmatic oversight to 31n grant, including staff supervision and evaluations
- Oversee 31n providers in implementing therapeutic practices aligned with student needs in the school setting through individual student support, small group interventions, staff training, and support community outreach
- Serve as regional liaison between school and parents and model problem-solving skills to resolve conflict between home, school, and community
- Facilitate training for universal mental health screenings to support providers at the school level, conduct additional assessments, and triage students for further follow-up as required
- Ensure the development of plans of care for individual students meeting eligibility criteria for school-based mental health supports
- Oversee school-based mental health initiatives on a countywide basis
- Support local education teams through school-based risk and threat assessment training and implementation
- Serve as the primary point of contact with MDE for the 31n grant and manage 31n grant compliance activities to include Medicaid (C4S) billing, data management (Ed Plan/bhworks), and quality assurance for program implementation.
- Develop school-based mental health and Social Emotional Learning (SEL) related topics and provide professional learning to regional staff, parents, and community-based partners
- Serve as a liaison to other mental health providers in the community and state to assist in the coordination of referrals and diagnostic services outside the scope of school-based services
- Working knowledge of educational law
- Ability to develop training materials and conduct targeted professional development
- Facilitate and support ISD/District/School Behavioral Health Assessment Team meetings and trainings

- Coordinate communication with providers, stakeholders, families, CMH, and social services agencies
- Provide primary facilitation and support for the BHWorks program
- Use excellent written and verbal communication skills with parents, staff, and community members to effectively assist administrators and providers in coordinating and promoting programs and services
- Plans, develops, monitors, evaluates, and administers programs and projects related to providing a continuum of school-based mental health and wellness services countywide
- Develop trainings, program manuals, procedures, and protocols for school based mental health staff
- Identifies and fosters connections between available resources and programs to best serve student needs
- Assists in the development of program policies/procedures and oversees implementation and compliance
- Promotes the development and implementation of an early identification system to meet student needs and connect families with available school and community-based resources;
- Meets regularly and works collaboratively with district administrators, school site personnel, and appropriate county and state educational representatives, as well as representatives from other state and local agencies
- Identifying and triaging appropriate referrals for the team to engage.
- Acting as a liaison between the district and the CMH (Northpointe) and act as the point person for communication between the two groups
- Helping the school personnel understand the role of the school based mental health providers
- Be an active part of the school intervention team
- Perform other duties as assigned

REQUIREMENTS:

- Maintain confidentiality; Regular and reliable attendance; Daily travel
- Understand and embrace the inclusion of all students
- Possess valid driver's license and maintain all required professional licensure
- Pass all required background checks
- Ability to work independently and as part of a team
- Ability to communicate effectively at all organizational levels; Excellent verbal and written skills
- Ability to multitask; Ability to carry out duties as assigned
- Ability to complete assigned tasks with and without direct supervision
- Ability to integrate technology into everyday workflow
- Ability to develop and maintain successful working relationships with students and school staff
- Ability to define problems, collect data, establish facts and draw valid conclusions
- Practice safe work habits; Adapt to frequent changes in work environment
- Plan, develop, implement, monitor and evaluate a countywide program to provide and integrate direct mental health services at school sites through a continuum of care model utilizing a multitiered system of supports perspective
- Prepare and maintain a budget and exercise proper budgetary control measures
- Advise and assist school districts with mental and behavioral health programs and initiatives
- Comprehend, interpret and implement laws, rules, policies, regulations, and guidelines
- Ability to lift/carry items up to 30 pounds, frequent walking, standing, sitting, going up/down stairs
- Occasional irregular or extended work hours to meet multiple demands
- Carry out the mission and values of the MC-ISD
- Be student-centered and advocate for students

TERMS OF EMPLOYMENT: In accordance with Employee Contract.

EVALUATION: Performance will be evaluated in accordance with provisions of the Board Policy.

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my position. I further certify that I am aware of and have the opportunity to review the Menominee County Intermediate School District Bylaws and Policies which are housed in the Superintendent and Departmental Offices during normal business hours.

Signature _____ Date _____

Notice of Non-discrimination

It is the policy of Menominee County Intermediate School District not to discriminate on the basis of race, color, national origin, gender/sex, age, disability, height, weight, marital status, or lack of English language speaking skills, in its programs, services or activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Human Resources/Office Manager, 1201 41st Ave, Menominee, MI, 49858. (906) 863-5665. MCISD is an E.O.E.