

STEP Head Start

Mental Health Consultant Job Description

Position Description

The Mental Health Consultant (MHC) is responsible for providing mental health consultation and support to STEP Head Start staff, children and families. The MH Consultant will perform a wide range of services including mental health observations and review, coaching and training of staff as requested, screening assessment and assistance with referrals for families to additional services. The Mental Health Consultant will collect data and maintain records to support compliance in all Head Start Program Performance Standards and other federal and state regulations.

Qualifications

Knowledge

- Demonstrated understanding of infant, toddler and preschool mental health
- Demonstrated understanding of differences in mental health services and concepts across cultures
- Demonstrated knowledge of current child mental health services systems
- Experience formulating and writing assessments and support plans, preferably for young children
- Knowledge of trauma informed care practices
- Knowledge about community resources
- Knowledge of Head Start is desirable

Skills

- Build and maintain strong, collaborative relationships with Head Start staff and families
- Review of standardized screenings and assessments, preferably for young children
- Use results of screenings and assessments to guide work with staff in setting goals for families and individual children
- Provide resources and supports for referrals to appropriate community services
- Communicate effectively with diverse groups both verbally and in writing
- Organize tasks and manage time effectively

Education & Experience

- Master's Degree in Social Work, Psychology or Related Field with knowledge of infant, toddler and preschool child development and mental health
- Licensed or certified mental health professional
- At least 2 years' professional experience working with young children and their families

Other Requirements

- Must have valid driver's license and proof of insurance
- Maintain First Aid and CPR certification
- Maintain Child Abuse, Criminal History and FBI Certifications
- Professional Malpractice Liability Insurance

Specifications of Work: up to 300 hours/Program Year

The Mental Health Consultant works with staff and families to enable identification of infant, toddler and preschool child and family mental health concerns and support appropriate, timely intervention through in person or virtual services.

1. General Observations and Consultation including:

- Maintain regular communication and accountability of responsibilities with EIMH Team Leadership
- Mental health observations and consultation in classrooms and through socializations and/or home visits
- Provide written and oral strengths-based feedback from mental health observations to classroom teachers and home visitors
- Provide guidance on interpreting social-emotional screening and assessment tools and findings
- Conduct observations on individual children as assigned
- Participation in meetings with staff and/or families to plan strategies to address the mental health needs of individual children or families
- Facilitating/supporting referrals to community health and mental health providers
- Participate in IEP/IFSP Meetings and Family Team Meetings as requested and appropriate

2. Participates in Early Childhood Mental Health Program Development, Evaluation, and Improvement Activities including:

- Providing training and technical assistance as requested and agreed upon
- Provide guidance and model developmentally appropriate activities for children as well as effective ways to work with and support young children's social-emotional development
- Participation on the Head Start School Readiness, Mental Health Advisory and Positive Behavior Intervention and Supports (PBIS) Committees as assigned/requested
- Participation in program planning for overall mental health service delivery
- Participation in program monitoring and self-assessment as requested
- Support STEP Head Start staff with resources for staff mental wellness
- Other services delivery and planning as agreed upon

STEP Head Start Mental Health Consultant Job Advertisement

STEP Head Start is seeking a Mental Health Consultant (MHC) to support our staff, children and families and promote positive mental health and wellness. The MH Consultant will perform a wide range of services including mental health observations and review, coaching and training of staff as requested, screening assessment and assistance with referrals for families to additional services. The Mental Health Consultant will collect data and maintain records to support compliance in all Head Start Program Performance Standards and other federal and state regulations.

Qualifications

Education & Experience

- Master's Degree in Social Work, Psychology or Related Field with knowledge of infant, toddler and preschool child development and mental health
- Licensed or certified mental health professional
- At least 2 years' professional experience working with young children and their families

Other Requirements

- Must have valid driver's license and proof of insurance
- Maintain First Aid and CPR certification
- Maintain Child Abuse, Criminal History and FBI Certifications
- Professional Malpractice Liability Insurance

Specifications of Work: up to 300 hours/Program Year

The Mental Health Consultant works with staff and families to enable identification of infant, toddler and preschool child and family mental health concerns and support appropriate, timely intervention through in person or virtual services.

1. General Observations and Consultation including:

- Maintain regular communication and accountability of responsibilities with EIMH Team Leadership
- Mental health observations and consultation in classrooms and through socializations and/or home visits
- Provide written and oral strengths-based feedback from mental health observations to classroom teachers and home visitors
- Provide guidance on interpreting social-emotional screening and assessment tools and findings
- Conduct observations on individual children as assigned
- Participation in meetings with staff and/or families to plan strategies to address the mental health needs of individual children or families

- Facilitating/supporting referrals to community health and mental health providers
 - Participate in IEP/IFSP Meetings and Family Team Meetings as requested and appropriate
2. **Participates in Early Childhood Mental Health Program Development, Evaluation, and Improvement Activities including:**
- Providing training and technical assistance as requested and agreed upon
 - Provide guidance and model developmentally appropriate activities for children as well as effective ways to work with and support young children's social-emotional development
 - Participation on the Head Start School Readiness, Mental Health Advisory and Positive Behavior Intervention and Supports (PBIS) Committees as assigned/requested
 - Participation in program planning for overall mental health service delivery
 - Participation in program monitoring and self-assessment as requested
 - Support STEP Head Start staff with resources for staff mental wellness
 - Other services delivery and planning as agreed upon

Interested Candidates Provide the Following:

1. Resume and Letter of Interest including a description of experience as a mental health consultant with young children
2. Statement of hourly rate expectation
3. Availability limitations, if any

Documentation of License/Certification in Psychology, Social Work or Related Field, Liability Insurance, Child Abuse, Criminal History and FBI Certifications and documentation of a physical with TB test are to be provided before consultation services can begin.

Please email the above required documents to Deputy Director, Shannon Cohick at slcohick@stepcorp.org by **February 28, 2022**. Email or call with questions 570-601-9634.