



TEHAMA COUNTY DEPARTMENT OF EDUCATION JOB DESCRIPTION PSYCHOLOGICAL SERVICES CONSULTANT

DEFINITION:

Under the direction of the SELPA Director, this position is responsible to provide assessment, psychological related services, coordination of services, case management to students eligible for Educationally Related Mental Health Services (ERMHS); consultation to school staff, community agencies and community liaison teams.

ESSENTIAL FUNCTIONS AND JOB DUTIES:

Any one position may not include all of the listed duties, nor do all of the listed examples include all tasks that may be found in positions within this classification.

- Conduct assessments, observations and interviews to determine appropriate services.
- Support the implementation of positive behavioral interventions conforming to all IDEA-related requirements.
- Support IEP teams in developing pre-referral strategies in response to student's behavioral and social emotional needs within their least restrictive environments.
- Advise and support administrative staff and education teams regarding appropriate referrals for ERMHS.
- Coordinate parent trainings for families with students with disabilities.
- Prepare and review assessment reports or case histories with an emphasis on social-emotional factors influencing the student's educational progress.
- Provide a variety of psychological related services to identified students in all age ranges (early childhood to early adult).
- Participate and facilitate a variety of meetings including IFSP and IEP meetings, case reviews, multi-agency staffing and other related meetings.
- Assist teams in developing appropriate social-emotional goals and objectives, and progress monitoring.
- Collaborate with other educational and community agencies to implement effective service plans for students.
- Provide in-service training to parents, community agencies, student groups and educational staff members, addressing the promotion of positive mental health principles related to educational success.
- Provide clinical supervision and training to school based mental health clinical staff.
- Supervise behavior counselors in individual case progress for compliance, quality control, and identifies opportunities for transition services to a less restrictive setting as appropriate.
- Provide coordination and case management for students in district placements in residential treatment facilities.
- Monitor and oversee students placed in a non-public schools (NPS)/residential setting due to mental health related needs.
- Travel from site-to-site (including residential treatment centers or non-public schools) and/or perform necessary home visits to provide direct treatment, program monitoring, and collaboration.
- Provide coordination and case management for students in district placements in residential treatment facilities.
- Monitor for compliance of ERMHS rules, regulation and reporting requirements.
- Drive frequently for Department business.
- Perform other related duties as assigned.



EXPERIENCE AND EDUCATION:

Any combination of education training and experience (some examples listed below) which demonstrate the ability to perform the duties and responsibilities as described above.

- Valid California Pupil Personnel Services credential with a School Psychologist authorization or School Counseling or School Social Work focus required.
- Master's Degree required.
- Experience working with students with disabilities in an educational setting.
- Experience working with psychological service programs and methods in an educational setting.
- Demonstrated successful consultation, communication and leadership skills.
- Demonstrated psychological assessment and report writing skills.
- Demonstrated counseling skills in a variety of settings.
- Possession of a valid California driver's license and vehicle insurance.

KNOWLEDGE OF:

- Special education services, assessment processes, laws and regulations.
- Principles and techniques of psychological assessment, psychological consultation and service delivery models.
- Current acceptable behavior strategies including positive behavior and best practices included in the full continuum of placement options for students.
- Effective management and conflict resolution strategies.
- Developmentally appropriate therapy methods appropriate to meet the needs of students experiencing educational difficulty in all age ranges (early childhood to early adult).
- Resources available to students and their families.
- Laws and regulations that govern the Individualized Education Plan (IEP) process, Infant and Family Service Plan (IFSP) and California Education code as it relates to special education.
- Effective coordination of services and programs available, including non-public schools and agencies.
- Federal and state laws concerning special education and related services.
- State funding allocation methods as related to ERMHS.

ABILITY TO:

- Maintain confidentiality.
- Plan and implement effective special education programs, including staff and parent training, within established budget constraints.
- Analyze complex situations and prepare response alternatives for consideration by decision-making groups.
- Effectively supervise and evaluate staff in a variety of educational settings.
- Identify social-emotional needs of students.
- Work as part of a multidisciplinary educational support team but also independently as needed.
- Communicate effectively in oral and written form with staff, parents, district personnel and outside agencies to ensure the coordination of services and programs to children with identified needs.
- Provide guidance and support for districts and SELPA specialist in the implementation and oversight of behavior and psychological service programs.
- Maintain clear and accurate records and meet established timelines.
- Establish and maintain effective relationships with those contacted in the course of work.
- Provide psychological related services to students and families.



Tehama County Department of Education
Job Description
Psychological Services Consultant

Official: 
Effective: 01/14/19

- Completing mental health, social-emotional assessments, conduct individual, small group and family counseling sessions.
- Conduct group training sessions and provide professional development to staff and district personnel.

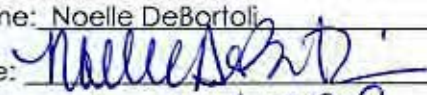
PHYSICAL DEMANDS:

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

- Persons performing service in this position classification will exert 25 to 30 pounds of force frequently to lift, carry, push, pull, or otherwise move objects. This type of work involves sitting, standing, and walking frequently.
- Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate business related equipment, and handle and work with various materials and objects are important aspects of this job.

TERMS OF EMPLOYMENT:

Salary and work year to be established by County Superintendent.

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Created: <u>April 29, 2016</u>	Revised: <u>January 14, 2019</u>
APPROVED	
Print Name: <u>Noelle DeBortoli</u>	Title: <u>Executive Director, Human Resource Services</u>
Signature: 	
Date: <u>January 14, 2019</u>	