

College of Southern Idaho Head Start/Early Head Start
JOB DESCRIPTION

JOB TITLE: Mental Health Professional

LAST UPDATE: 2013

REPORTS TO: Children's Services Specialist

MISSION STATEMENT: Mental Health Professional is responsible to complete the Mental Health/ Wellness observations of Head Start/Early Head Start children 0-5.

TYPICAL DUTIES AND RESPONSIBILITIES ESSENTIAL:

1. Treat participants, fellow staff and community members with positive regard.
2. Complete observations on a schedule of sufficient frequency to enable the timely and effective identification of and intervention in family and staff concerns about a child's mental health.
3. Visit classrooms of 4 or 5 year olds for a general observation of the class, including teaching staff.
4. Conference with staff to discuss any concerns noted.
5. Make suggestions to staff for changes deemed appropriate.
6. With parental permission, observe again any child who has displayed atypical or problematic behavior.
7. Refer children for evaluation
8. Consult with parents
9. Train staff and generally educate the Head Start/Early Head Start population on mental health issues.
10. Participate in an individualized continuing education plan including CPR and First Aid.

ADDITIONAL:

- Perform other duties as assigned.

QUALIFICATIONS ESSENTIAL:

- Masters Social Work or Licensed Clinical Social Worker and meet State of Idaho licensing requirements
- Minimum five years experience working with preschool children age 0-5
- Complete criminal record check from Department of Health & Welfare's Criminal History Unit prior to consideration.

I, _____ have read this job description and understand its contents.
(Print your name here)

Employee's Signature

Date

Witness Signature

Date