

# LAKEVILLE AREA PUBLIC SCHOOLS

## POSITION DESCRIPTION

<b>POSITION TITLE:</b>	<b>Mental Health Liaison - Centerbased</b>	<b>LOCATOR: (Office Use Only)</b>
<b>DEPARTMENT/BUILDING:</b>		<b>POSITION CLASSIFICATION:</b> <b>Teacher</b>
<b>TITLE OF IMMEDIATE SUPERVISOR:</b>	<b>Director of Special Services</b>	<b>BARGAINING UNIT:</b> <b>EML</b>

**POSITION SUMMARY:** The Mental Health Liaison enhances student learning by providing strategic services to identify and address social, emotional, and behavioral issues that interfere with school success. He/she collaborates with educators, parents, and other professionals to create safe, healthy, and supportive learning environments that strengthen connections between home, school, and the community. The Mental Health Liaison will work specifically with students and staff affiliated with centerbased programming K-12 to directly address these mental health needs and the necessary supports, and will serve as a member of the special education department in the building.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

#### **Prevention and Intervention Services**

1. Collecting and using assessment data to understand students' problems and to select and implement evidence-based interventions.
2. Using valid and reliable assessment techniques to assess progress toward academic and behavioral goals; designing and shaping behavioral interventions for both students and staff, and revising as necessary or required.
3. Using a consultative problem-solving process as a vehicle for planning, implementing, and evaluating students' educational needs.
4. Train staff on Minnesota requirements involving Functional Behavior Assessments (FBA) and Behavior Intervention Plans (BIP) or Positive Behavior Support Plans (PBSP).
5. Integrating social-emotional supports and mental health services with academic and learning goals for students.
6. Employing systematic decision-making to consider the antecedents, consequences, functions, and potential causes of behavioral difficulties that may be impeding student learning or socialization.
7. Facilitating specific student groups (grief, social skills, anxiety, anger, family change, etc.) as needed based on screening data and staff referrals.
8. Meeting individually with students experiencing social-emotional/mental health concerns on a short-term basis to help determine appropriate intervention strategies.
9. Providing crisis intervention and support to students, parents and staff, as needed, at both the school and district levels.

#### **Collaboration**

1. Applying psychological and educational principles necessary to enhance collaboration and achieve effectiveness in provision of services.
2. Establishing and maintaining positive relationships with parents/guardians; communicate with families about available school and community services and how to access the services.
3. Locating and mobilizing district and community resources to support students with social-emotional and mental health concerns and their families.
4. Serving as a liaison with community agencies and resources; assist with referrals as necessary.
5. Collaborating regularly with other student support professionals.

6. Provide crisis intervention and support to students, parents and staff.
7. Assist in risk assessments of students with discipline and attendance issues.
8. Collaborate regularly with district chemical health specialist.

#### **Professional Skills**

1. Practicing in accordance with ethical, legal, and professional standards.
2. Staying current with best practices in positive behavior supports and social-emotional-mental health evaluation and intervention.
3. Conducting staff development activities on topics related to social emotional learning (SEL) and mental health, as needed.
4. Engaging in lifelong learning and formulate personal plans for ongoing professional growth.

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#### **POSITION QUALIFICATIONS** (Specific training or job experience required before appointment):

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1. Must possess or be eligible for School Psychologist or School Social Worker licensure in the State of Minnesota.
2. Knowledge of biological, cultural, developmental, and social influences on behavior and mental health, behavioral and emotional impacts on learning and life skills, and evidence-based strategies to promote social-emotional functioning and mental health.
3. Ability to work effectively with students, families, peers, administrators, and representatives of outside agencies.
4. Organized; detail oriented; punctual.
5. Ability to manage a fluid schedule.
6. Excellent oral and written communication skills; ability to interact with people in a congenial and effective manner.
7. Ability to use technology for administrative tasks, student data assessment, and instructional resources.
8. Ability to relate with diverse populations.
9. Knowledge of ISD 194 and community programs and services available to students and families.
10. Track record of experience and success working with students with high social/emotional/behavioral needs preferred.

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#### **PHYSICAL REQUIREMENTS:**

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Employee is required to:	Never	Occasionally 1-33%	Frequently 34-66%	Continuously 66-100%
Stand			<b>X</b>	
Walk			<b>X</b>	
Sit			<b>X</b>	
Use hands dexterously (use fingers to handle, feel)			<b>X</b>	
Reach with hands and arms			<b>X</b>	
Climb or balance		<b>X</b>		
Stoop/kneel/crouch or crawl		<b>X</b>		
Talk or hear				<b>X</b>
Taste or smell		<b>X</b>		
Physical (lift and carry):				

Up to 10 pounds			<b>X</b>	
Up to 25 pounds			<b>X</b>	
Up to 50 pounds	<b>X</b>			
Up to 75 pounds	<b>X</b>			
Up to 100 pounds	<b>X</b>			
More than 100 pounds	<b>X</b>			