



GREATER VALLEY

HEALTH CENTER

Greater Valley Health Center (GVHC) recognizes employees are at the heart of our ability to meet the needs of our patients and community. We invite every employee to contribute at the highest possible level. This position description is provided to outline the primary duties, qualifications, and job scope. It is not intended to limit the employee or GVHC to just the work identified. We expect each employee will offer his/her services wherever and whenever necessary to ensure the success of our endeavors.

It is the policy of this facility to provide equal opportunity to persons regardless of race, religions, age (over 40), gender, disability, veteran, genetic information or any other classifications in accordance with federal, state, and local statues, regulations and ordinances.

Job Title	School Based Outpatient Therapist		
Wage Range		Schedule	M-F
Working hours per week	40		
Reports to (job title)	Director of Behavioral Health		This is an exempt

Job purpose *(Why does the job exist? What is it there to achieve or deliver?)*

Under general supervision of the Chief Executive Director and Behavioral Health Director, the School Based Outpatient Therapist (SBOT) works as a member of the SBOT care team, identifying, triaging and managing patients with medical and behavioral health problems within a school setting.

Knowledge, Skills & Experience *(work experience, qualifications, specialist training, key skills, disposition)*

	Requirements	Essential/Desirable
Qualifications	Requires graduation from an accredited university or college in professional counselling, a Master's in Social Work with focus on clinical social work, or psychological counselling. Applicants must be licensed, or a licensure candidate licensed by the State of Montana's Board of Behavioral health as a LCPC(PCLC) or LCSW (SWLC). *CPR *Immunizations for health care (TB, Hep B, etc.)	Essential
Experience	Preference to candidate with at least two years' experience in a clinical or mental health setting	Desirable

<p>Knowledge, skills, and abilities required</p>	<p>Ability to apply the philosophy, theories, techniques, policies and procedures of Greater Valley Health Center.</p> <p>Knowledge of practices and techniques used in individual, group and family psychotherapy and the ability to apply them.</p> <p>Techniques in interviewing, screening, assessing, and counselling clients with mental health disorders, as well as identifying and managing mental health crises.</p> <p>Provide effective counselling and case management in a primary care and school setting</p> <p>Work effectively in a team, interfacing with patients, primary care providers, education staff, mental health specialists as well as with administrative and support staff.</p> <p>Ability to handle sensitive and confidential information in a professional manner.</p> <p>Capacity to utilize clinical consultation and supervision and apply therapeutic interventions.</p> <p>Ability to work under minimal administrative supervision while exercising a high degree of initiative, organize and manage tasks while maintaining flexibility.</p> <p>Clear interpersonal communication both verbally as well as written as necessary to interact effectively and sensitively within and outside of the agency. To include maintenance of records in accordance with agency standards.</p> <p>Licensed or a Licensure Candidate in the State of Montana as a Social Worker or a Professional Counsellor.</p> <p>Ability to work effectively and manage personal needs under frustrating and stressful conditions.</p> <p>Assumes personal responsibility to stay abreast of current trends and enhance professional expertise by reading professional publications and attending continuing education courses applicable to professional licensure</p> <p>Strong knowledge of licensing and accreditation standards and requirements</p> <p>Advanced knowledge in specialized areas of clinic expertise is encouraged in initial or ongoing professional development</p> <p>Establish and maintain effective working relationships in a culturally diverse environment, particularly when dealing with sensitive issues</p> <p>Work effectively with diverse populations and age groups</p>	<p>Essential</p>
<p>Special Requirements</p>	<p>Have and maintain a valid Montana's driver license.</p>	<p>Essential</p>
<p>Attitude & disposition</p>	<p>Strong work ethic, positive, caring, knowledge of cultural diversity and social determinants of health, team oriented. May be requested to perform functions relevant to the position but not listed above.</p>	<p>Essential</p>

Main Duties and Responsibilities of the Role: these duties are the essential functions and are not all-inclusive of all duties that the incumbent performs. (I found the below job description online basically cut/paste it – few modifications)

- Embraces Greater Valley Health Center's mission.
- Represents clients' and families' needs in making treatment decisions.
- Seeks and provides clinical consultation on clinical issues as questions/concerns arise.
- Provides mental health and wellness services and programs that foster pro-social skills and appropriate behavior.
- Identifies the mental health and behavioral needs of students.
- Develops and implements treatment plans.
- Conducts bio-psycho social assessments, observations, and writes clinical reports.
- Provides individual, group, and family therapy services.

Reviews referrals of students who need intensive mental health services.

Makes recommendations for behavioral health therapy services.

Provides support in the development of behavior support plans.

Maintains and facilitates communication with and between families, schools, mental health staff, and providers.

Implements a system of universal screening in coordination with the school-wide system of social-emotional supports for early identification of students at risk.

Conducts crisis and/or risk assessment and response.

Provides other specialty mental health and wellness services and works with care navigator to provide case management and ensure continuity of care.

Maintains documentation regarding students served and services provided.

Provides training to students, parents, and staff in behavioral and social-emotional related preventions, interventions, and curricula

-Collaborates with school team and attends various school-site meetings (IEP's.)

Therapeutic activities are also provided on non-school days during school breaks and throughout the winter/spring/summer vacation.

Working Environment (*knowledge of special working practices, breadth of management skill required, customer impact, responsibility, efficiency*)

Work is mainly performed in a school setting with computer/phone work and moderate noise. Standing, bending, sitting, lifting, required. You may be required to travel to different clinic locations.

Freedom to Act & Decision Making (*depth of control, supervision received, use of judgement & initiative, analytical ability*)

Work independently to complete tasks; use sound judgment but ask questions if needed; show initiative for work/work flow improvements.

Communication & Networking (*liaison with others, type and level of communications*)

Clear and detailed written and/or verbal communication with patients, patient family members, co-workers, and providers is required.

Finance/Resource Management (*budgeting, forecasting*)

Use supplies efficiently.

People Management (*supervisory responsibility, human relations skills*)

Non-supervisory position

This job description sets out the duties of the post at the time it was drawn up. Such duties may vary from time to time without changing the general character of the duties or level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the changing of the post.

Confirmation Section

Employee signature

Print name

Date:

Supervisor Signature

Print name

Date _____

CEO _____

Comments: