



## **Flour Bluff Independent School District Job Description**

**JOB TITLE:** Mental Health Counselor

**WAGE/HOUR STATUS:** Exempt

**NUMBER OF DAYS:** 201

**REPORTS TO:** Associate Superintendent for Federal and State Programs/Principal

**DATE REVISED:** 12/09

### **PRIMARY PURPOSE:**

- The Mental Health School Counselor will work closely with the administrative team as well as the building counseling team to coordinate, facilitate, and implement mental health support services. The Mental Health School counselor will provide emotional support and foster a safe and successful learning environment for students at the high school. The primary focus will be to work with administration and counselors to implement multi-tiered intervention strategies that help students develop socially and emotionally.

### **QUALIFICATIONS:**

#### **Education/Certification**

- Master's degree in counseling from an accredited college or university.
- Licensed Professional Counselor certification or Licensed Specialist in School Psychology certification per Texas Education Agency.
- Secondary (middle and high school) experience preferred

#### **Special Knowledge/Skills**

- Implementation of accepted theories and techniques and appropriate to school counseling
- Strong facilitation, coaching, conflict resolution and problem-solving skills
- Experience in the use of technology
- Demonstrated leadership skills
- Demonstrated skills in written and verbal communication
- Demonstrated understanding and appreciation of diversity
- Knowledge of and experience with mediation and conflict resolution
- Ability to promote and follow Board Policy and District and department procedures
- Utilizes a high level of organizational skills and initiative
- Strong communication skills

**Experience:**

- Experience and training in mental health support within a learning or school environment

**MAJOR RESPONSIBILITIES AND DUTIES:**

1. The Mental Health School counselor will work closely with the High School counselors and administrative
2. Provide individual mental health counseling
3. Address bullying/harassment
4. Provide education (prevention and awareness via classes/presentation on topics such as anger/stress management, cyber safety, etc.)
5. Develop youth leadership and empowerment skills
6. Provide crisis assistance (i.e. family death)
7. Provide mental health resources
8. Liaison to/for community resources; next steps involving short term and/or long-term therapy or intervention; advocacy
9. Provide small group mental health counseling (i.e. anger/stress management, girl/boy issues, self-esteem, grief, relationships, etc.)
10. Address mental health and mental illness
11. Address risky behaviors (i.e. alcohol/drug use)
12. Address depression and anxiety (i.e. suicide ideation)
13. Address abuse (i.e. physical, emotional, sexual)
14. Maintain and track documentation of mental health support for students
15. Provide high school academic counseling support and other duties as assigned by the building principal.
16. Perform other duties as assigned.

**Mental Demands/Physical Demands/Environmental Factors:**

**Tools/Equipment Used:**

Personal computer and peripherals; standard instructional equipment

**Posture:**

Prolonged sitting; frequent standing, kneeling/squatting, bending/stooping, pushing/pulling, and twisting

**Motion:**

Frequent walking

**Lifting:**

Regular light lifting and carrying (less than 15 pounds); occasional physical restraint of students to control behavior

**Environment:**

Work inside, may work outside

**Mental Demands:**

Maintain emotional control under stress; may work prolonged or irregular hours

**The above statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list.**