

Holy Family Institute
Holy Family Specialized Learning
School Based Mental Health Clinician

Employer: Holy Family Institute

Reports to: School Principal

Hours: Full-Time- 9 month position – Salaried - Exempt

General Statement of Duties: The school-based clinician provides therapeutic support and school psychological services within the educational program.

Essential Functions:

1. Promotes the Mission and Philosophy of Holy Family Institute.
2. Discusses the comprehensive school counseling program with the school with the administration.
3. Uses the majority of time providing direct services through the Mental Health Curriculum, Preventive and Responsive Services, Individual Student Planning, and most remaining time in program management, system support, and accountability.
4. Consults and collaborates effectively with parents/guardians, teachers, administrators, and other educational/community resources regarding students with identified concerns and needs.
5. Communicates the goals of the comprehensive school counseling program to education stakeholders (i.e., administrators, teachers, students, parents, and community/agency providers).
6. Monitors student academic performance, behavior, and attendance and facilitates appropriate interventions.
7. Assists all students, individually or in groups, with developing academic career and personal/social skills, goals, and plans.
8. Accurately and appropriately uses assessment procedures for determining and structuring individual and group counseling services.
9. Refer children and their parents to special programs, specialists and outside agencies when needed.
10. Facilitate the Special Education Process and observes relevant laws and policies that govern practice.
11. Identifies and assesses the learning, development, and adjustment characteristics and needs of individuals and groups, as well as, the environmental factors that affect learning and adjustment.
12. Assist with oversight and coordinating student assessment.

13. Other appropriate tasks and responsibilities as directed by administration.

Minimum Qualifications:

Master's degree in counseling field and e-5 years' experience in the education/counseling/special education field is preferred. Must have a strong knowledge of child and adolescent behavior and development. Act 33/34 clearances, FBI Clearance and a valid PA license are required. EOE.

Please visit www.hfi-pgh.org/careers to complete the online application.