



Bilingual Mental Health Associate Clinician (West Marin and Novato)

Job Description

Most Recent Update:	6/7/2023
Job Title:	Bilingual Mental Health Associate Clinician (West Marin and Novato)
Status:	Full-time or part-time options available (5 days/week strongly preferred). Hourly non-exempt position. Mileage reimbursement provided between Novato and West Marin schools.
Salary Range:	\$35.50/hour. Sign-on bonus of \$1,000 upon hire. Generous benefit package including medical, dental, and vision benefits, life insurance, earn up to 3 weeks PTO (mental/physical health and vacation) in your first year, 12 paid holidays, employee assistance program, up to 2% retirement employer match, and childcare discount.
Reports to:	Director of Wellness Programs
Purpose:	<p>The Bilingual Mental Health Associate Clinician will work in the West Marin (Shoreline Unified School District) and Novato (Novato Unified School District) School-based Mental Health Counseling Programs at NMCS, providing behavioral health support to students and families in grades K-12.</p> <p>West Marin school sites may include Tomales High School, Tomales Elementary School, West Marin-Inverness School (in Pt. Reyes), and Bodega Bay School.</p>
Essential Functions:	<ul style="list-style-type: none">• Conducts clinical assessments, develops, and implements appropriate treatment plans for the diagnosis, treatment, and/or referral of participants with mental health disorders.• Provides outpatient psychotherapy to individuals, couples, families, and groups. Instructs and counsels participants and their families regarding compliance with prescribed therapeutic regimens and adherence to prescribed medication regimens, within the scope of practice. May administer specialized therapeutic procedures, as appropriate.• Facilitates groups, including therapeutic and psycho-education/skill-building groups for youth and adults; may develop groups, as needed.• Provides clinical case management, referrals and links to further services, as needed.• Participation in weekly clinical supervision and case consultation meetings, trainings and coordination of services team meetings, as assigned.• Maintains relationships with school staff, as well as agencies providing service to community residents, and work with them to meet participants' needs. Serves as a liaison between NMCS and school / community partners; reports to NMCS leadership regarding partner updates and ensures strong communication.• Serves as a strong ambassador for the agency.• Completes any related tasks assigned by Clinical Supervisor, Clinical Director, or Director of Wellness Programs.• Prepares intake summaries, treatment/care plans, and case summaries, as well as maintains ongoing confidential records and progress notes in accordance with state, County and Medi-Cal regulations and in keeping with accepted community standards.• Maintains records and data for evaluation purposes.• Ensures that all paperwork and charting requirements, as well as reports are completed and submitted timely, as described within the NMCS Mental Health Program Manual and as assigned by the manager, Clinical Supervisor and/or Director of Wellness Programs.• Supports integrity of service contracts by monitoring eligibility requirements, as necessary <p>Additional duties as assigned.</p>

Qualifications:**Required Qualifications:**

- Fluent and able to provide counseling in English and Spanish.
- Master's degree or higher in social work, counseling, psychology, or a related field.
- Valid, current B.B.S. Registered AMFT/ASW
- National Provider Identifier (NPI); can obtain NPI prior to employment start date
- Principles and practices of individual, group and family psychodynamics as they relate to adults or children; psychological diagnostic methods and terminology; as well as overall human development from infancy through adulthood.
- Current principles, techniques, and practices of clinical case work for adults or children; knowledge of health and human services systems in the community including public and private agencies and other community resources.
- Principles of mental health education, participant and community advocacy, and systems theory; principles of crisis intervention; needs, problems, and perspectives of people with mental illness, trauma related to immigration, impacts of economic/housing/food insecurity.
- Knowledge of laws and ethics; understanding of participant's legal rights.
- Knowledge of casework objectives, principles, techniques, methods, and caseload management.
- Knowledge of community resources, public social service and assistance programs.
- Understanding of clinical assessment skills with reference to the DSM-V and related clinical interviewing skills.
- Ability to maintain mental health records, including the documentation of all actions and contacts in case files.
- Basic knowledge of the effects of stress and adverse childhood experiences.
- Ability to engage participants in the problem-solving process.
- Ability to work with moderate supervision, follow directions, handle multiple tasks simultaneously, and manage stressful situations effectively.
- Ability to get along with people and establish cooperative working relationships with staff at all levels both within and outside the department.
- Demonstrate exemplary customer service, strong communication and organization skills.
- Proficiency in MS Office/Google Suite

Preferred Qualifications:

- Bicultural
- Prior Medi-Cal experience
- Significant experience working with immigrant communities; experience working with Black, Indigenous People of Color (BIPOC)
- Experience with substance use disorders
- Experience working with electronic health records

Conditions of Hire:

- Fully vaccinated against COVID-19 unless granted a medical or religious exemption.
- Pre-employment health exam including proof of vaccinations and TB test clearance. Criminal record clearance or exemption from California Department of Social Services. All convictions other than minor traffic violations require an exemption, including convictions that have been expunged.