

COUNSELOR – FAMILY RESOURCES AND WELLNESS CENTERS

DEFINITION:

Assesses community and school needs and identifies appropriate social, medical, educational, recreational and mental health services. Provides agency and District resources to school and community members.

ESSENTIAL FUNCTIONS:

(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class).

TASKS:

- Screen FRWC referrals with Coordinator and other appropriate staff.
- Conduct individual, family, and group therapy to student and families.
- Collaborate with school counselors, psychologist, social workers and SUSD personnel.
- Appropriately refer if services needed are more intensive than what FRWCs can provide.
- Communicate with assigned schools to ensure school-based counseling needs are met.
- Provide and maintain all necessary documentation (i.e. consent forms, case progress notes).
- Evaluates and develop counseling curriculum and programs.
- Participate in appropriate continuing education and certification.
- Attend regular staff meetings, case review, and individual supervision.
- Maintain extensive knowledge of community resources.
- Interact effectively with a variety of populations including mandated clients, children, adolescents, parents and families.
- Demonstrate competence in multicultural counseling issues.
- Abide by all legal and ethical standards held by mental health professionals.
- Report directly to District FRWC Coordinator.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

- Experience with counseling for parenting, ADHD, drug & alcohol addiction, domestic violence.
- Ability to work autonomously.
- Receptive to giving/receiving constructive & critical feedback.
- Ability to work a flexible schedule including evenings to meet the needs of the community.

PHYSICAL REQUIREMENTS:

Work is performed in an indoor environment. Work requires frequent sitting, repetitive motion, vision to monitor and lifting up to 15 pounds.

QUALIFICATIONS:

Bachelor's Degree in Counseling, Social Work, Psychology, or related field.

Certification from Arizona Board of Behavioral Health Examiners.

Minimum three (3) years experience in social services and mental health fields.

Bilingual in English/Spanish preferred.

Depending on the needs of the District, some incumbents in this class must be able to demonstrate fluency in both Spanish and English as a condition of employment.