

SNOHOMISH COUNTY JOB DESCRIPTION
EARLY LEARNING MENTAL HEALTH SPECIALIST

Spec No. 2410

BASIC FUNCTION

Provides leadership and consultation support for Early Head Start and Early Childhood Education and Assistance Program (ECEAP) mental health services, coaching initiatives and program compliance.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Develops, implements and evaluates Early Head Start and ECEAP mental health services, including providing direct service to program participants, conducting classroom observations, and providing technical assistance, training and coaching to Infant Toddler Specialists, ECEAP Coordinators, and ECEAP sub-contractor staff.
2. Assists to provide leadership for implementation of coaching and reflective supervision initiatives.
3. Manages limited resources to maximize efficiencies and effectiveness of mental health services provided to individuals.
4. Ensures that individuals eligible for County services have equal access to, and use of, age and culturally competent mental health services; ensures eligible individuals receive appropriate levels of care.
5. Adheres to standards of clinical services that meet or exceed state and federal requirements.
6. Promotes best and promising practice treatment approaches, supports and interventions.
7. Maintains client treatment records in the prescribed manner and monitors for compliance with established standards.
8. Maintains Early Head Start and ECEAP children and parents' confidentiality and handles child, parent and family information in a confidential, professional and sensitive manner, exercises appropriate discretion in sharing information as outlined in program policies, procedures and on a need to know basis.
9. Participates in system planning, including representation on various committees.
10. Provides client-level and system-wide troubleshooting and advocacy.
11. Provides information, consultation and referral.

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STATEMENT OF OTHER JOB DUTIES

12. Maintains and promotes positive relationships with providers, community and all other partners.
13. Facilitates services for children and their families across all involved systems of care.

MINIMUM QUALIFICATIONS

A Master's degree in counseling, behavioral, or social sciences that includes bachelor or master level course work of a minimum of 12 quarter/8 semester credits in child growth and development, course work or training in screening, and assessments and developing intervention strategies children; PLUS, two (2) years of experience working directly/providing mental health services with children birth to five in classroom, small group, or community setting. Must pass job related tests.

SPECIAL REQUIREMENTS

A valid Washington State Driver's License is required for employment.

Licensure in Social Work, Mental Health Counseling, Marriage and Family Therapy, or Agency Affiliated Licensure and maintenance of this licensure throughout period of employment.

KNOWLEDGE AND ABILITIES

Knowledge of:

- prenatal to five child growth and development
- infant and child social emotional development and parent-child relationships
- intervention strategies in the areas of infant and child self-regulation and parent-child relationships
- supportive services to children and families
- contract oversight skills including monitoring of access, utilization and quality issues
- infant and child mental health interventions
- reflective supervision and coaching methodology
- compassion fatigue and self-care
- counseling and treatment approaches and expected outcomes for children birth to five years of age and their families
- availability of community systems and resources
- importance of natural support systems
- related state and federal mandates including those related to privacy and confidentiality

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KNOWLEDGE AND ABILITIES (Continued)

Ability to:

- effectively provide infant-child mental health services to child and adult participants
- support staff and families to develop individualized child plans that include social emotional development
- establish and maintain rapport with adults and children experiencing symptoms of dysregulation and the effects of trauma
- the ability to broker the services for children and families with diagnosed problems
- effectively provide coaching and reflective supervision to direct service staff and supervisors
- work in a respectful manner with all children, parents and employees
- comply with related EHS and ECEAP standards
- communicate effectively with people regardless of age, sex, social, economic or cultural background
- express ideas and recommendations clearly and effectively both orally and in writing
- follow oral and written instructions
- gather and analyze pertinent data
- establish and maintain effective work relationships with staff of state and local hospitals, community organizations, providers and the public
- implement quality management procedures
- work effectively in team environments
- promote strength-based, family-driven, treatment approaches
- exercise initiative and judgment and make decisions within the scope of assigned authority
- read, interpret and apply work-related laws, rules and other regulations
- maintain detailed records and prepare clear concise written reports
- meet defined productivity expectations
- use computers effectively

SUPERVISION

Employee reports to the Supervisor of Early Head Start Programs. The work is performed with considerable independence and is reviewed for quality, adequacy of professional judgment and compliance with established goals and policies through conferences, reports and appraisal of results obtained.

WORKING CONDITIONS

Work is performed the usual office setting, family homes, classrooms and other locations throughout the region.

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Snohomish County is an Equal Employment Opportunity (EEO) employer.
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: December 2018
EEO Category: 2 - Professionals
Pay Grade: 239 – Classified Pay Plan
Workers comp: 5306 Non-Hazardous