



## **\Human Resources**

Oakland Livingston Human Service Agency

196 Cesar E. Chavez Ave.

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## **Mental Health Services Coordinator**

**Division:** Early Childhood Services

**Department:** Head Start

**Supervisor:** Associate Director for Mental Health and Disabilities

### **Qualifications:**

1. LMSW preferred or Master's in related field required. Early childhood experience preferred.
2. Two (2) years experience preferred working with low-income families of various racial, ethnic, social, and cultural backgrounds.
3. Valid Driver's License required.

### **Job Mission:**

To develop healthy self-esteem and social competency in children and to build collaborative relationships among children, families, staff, mental health professionals and the larger community. To enhance awareness and understanding of mental wellness and how mental health information and services contribute to the wellness of all children and families.

### **Essential Duties:**

1. Support, encourage, promote primary caregivers/parents participation in any child's mental health services.
2. Complete classroom observations and work with staff on behavioral screening
3. Conduct appropriate parent/staff trainings.
4. Team with Early Childhood staff to design classroom interventions to promote emotional strengths and strong relationships, including social skill building.
5. Formally assess, with written parental consent, children suspected of having mental health needs and make referrals as appropriate.
6. Carry out all other duties as directed by supervisor.

### **Hours & Wage**

\$17.44 per hour - Bachelor Degree

\$18.45 per hour- LMSW

40 hours per week; 43 weeks per year

### **Location**

Pontiac, MI

### **Deadline to Apply**

Until filled.