

Behavioral Health Counselor

Department Name: Behavioral Health – Waukegan Project
Job Title: Behavioral Health Counselor – Waukegan School-Based
Position Reports to: Behavioral Health Manager
Position Location: Waukegan – District 60 Schools
Prepared By: Revised by Eric Lindstrom - Director
Date: 1/16/21

*****Please note that hiring preference will be given to applicants that currently reside in Lake County, Illinois*****

Job Function:

This is a unique and exciting opportunity, made possible through a formal collaboration between Waukegan Public Schools District 60 and Asian Human Services.

Under the supervision of the Child & Adolescent Program Manager, and in collaboration with Waukegan Public Schools District 60 and AHS staff, the Waukegan School-based Behavioral Health Counselor will provide culturally sensitive mental health and case management services to children and their families experiencing: mental illness; emotional, relational or developmental problems. AHS Counselors will accomplish this goal through providing evidence-based interventions (CBT, DBT, Art Therapy, etc.) utilizing a trauma-informed and strengths-based framework. The Counselor will also provide psychoeducation and coaching to staff, teachers, and parents to support with the continuity of care. Lastly, this position will also handle administrative and programmatic responsibilities related to the department, as assigned by your supervisor.

Responsibilities:

- Provide services that are linguistically and culturally appropriate to the needs of underserved communities.
- Provide an atmosphere of customer service in assuring that the clients are treated in a friendly and respectful manner. Display a positive attitude and behaviors in the accomplishment of job duties.
- Abide by Code of Conduct and Ethics, all other AHS policy and procedures.
- Provide direct services to clients including organizing and facilitating individual and group treatment activities, case management and outreach.
- The Counselor will attend MTSS/Multi-disciplinary meetings in order to consult on ongoing cases, inform referral processes, or provide guidance on student referrals.
- AHS clinicians will collaborate with school support personnel to select appropriate students to receive interventions. Waukegan social workers/staff will provide referral and screening forms to aide in this process as well as be available to consult on suitable level of student supports.
- AHS clinicians will also conduct individual counseling sessions for students who would benefit from crisis stabilization, brief-short-term psychoeducational, suicide or homicidal assessments, or more long-term clinical supports to ensure students develop healthy habits.
- Provide client intake and assessment services, including social history, mental health assessment, social, community and functional assessments.
- Develop IM+CANS in cooperation with clients, including reviews and modifications at specified intervals.
- Provide case-management including providing or arranging for the provision of concrete resources and services needed by the client, advocacy, linkage, support, consultation and follow-up of these services.
- Arrange, provide access and follow up for psychiatric services, medication management and other medical services, as needed in conjunction with counseling and case management services.
- Perform crisis intervention including crisis assessment, counseling, referral, and follow-up services as needed. Provide on call crisis coverage on a rotation basis for after hours to cover 24 hour emergency services.
- Make home visits and other field visits to client, when appropriate.
- When appropriate, AHS Clinicians will provide psychoeducational sessions at the Tier 1 classroom or school-level. This includes classroom lessons and teacher professional development as well as Parent/Community workshops.
- Provide inter-agency recourse brokerage and advocacy on the client's behalf, including consultation and translation as needed.



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- Work in partnership with the clients' families and significant others, including providing appropriate education to all family members or others in a client's support system.
- Participate in regular mental health related training programs and monthly meetings.
- Handle administrative and programmatic responsibilities related to agency mental health programs, as specifically assigned.
- To participate in weekly supervision and staffing, reporting client progress, behavioral problems or need for medication evaluation to supervisors/psychiatrists/clinical manager.
- Involve in quality improvement and quality improvement activities in accordance with Agency standards.
- Participate in completing forms for third party coverage and discussing balance s due with clients as appropriate.
- Maintain EMR client charts on Care Logic in a timely fashion.
- Other duties as assigned.

Qualifications (Skills, knowledge, & abilities):

- Master's degree in social work or related field required
- One year of experience working with adults and/or minors aged 17 or younger with behavioral health needs
- Licensure as an LPC, LSW, LPHA or the ability to gain licensure within 6 months of employment
- Requires written and oral proficiency in the English language
- Bi-lingual candidates, and those currently residing in Lake County, IL, will be given preference
- Required to pass a background check through the Child Abuse and Neglect Tracking System (CANTS)
- Required to pass the Nurse Aide Registry Verification and be certified by DCFS.
- Be able to lift 20 lbs and under
- Ability to **work hours that may be staggered** in order to provide coverage for certain situations
- Work **with tenacity, flexibility, empathy, energy and careful attention to detail.**
- Act with the highest ethical standards to help our client's in the community with comfort and dignity
- Must possess valid driver's license and daily access to a **personal vehicle is required**
- Must obtain and maintain \$100,000/\$300,000/\$100,000 bodily injuries and liability insurance.

Asian Human Services Inc. is an equal employment opportunity employer dedicated to the fair and equal treatment of all of its employees without regard to age, gender, race, color, religion, creed, national origin, ancestry, sexual orientation, disability, political or union affiliation, maternity status, parental status, military or veteran status, or any other basis prohibited by law.

I have received a copy of this job description and I have read and understand the duties described within.

Employee _____ Date _____
Signature

Employee _____
Please Print

cc: Personnel File - Human Resources