

MENTAL HEALTH SPECIALIST

CLASS DESCRIPTION

General Responsibilities:

This is responsible advanced-level infant and early childhood mental health consultation work with early childhood program staff within the City of Madison. In coordination and partnership with City Accreditation staff, this position supports and provides expertise to ensure quality social/emotional support is available to children within accredited child care programs in the City. This position assesses the needs of individual child care centers, provides mental health consultation, training and/or reflective facilitation to staff, families and children at the center. Additionally, this position will work to coordinate and/or provide professional development opportunities to bolster the skillsets of Child Care Accreditation and child care center staff in relevant infant and early childhood mental health topics. Under general supervision of the Community Development Program Manager, the position exercises considerable discretion and professional judgement in the provision of mental health consultation services.

Examples of Duties and Responsibilities:

In coordination and collaboration with the child care specialist assigned to the child care center, provide relationship-based consultation to a caseload of child care centers accredited by the City of Madison. Support child care centers to develop capacity to meet the needs of children in their care who have complex social and emotional needs.

Provide consultative services to child care center administrative staff, teachers, support staff or other related staff to process challenging situations and provide support to them as they meet the needs of the children in their care.

Provide reflective feedback to child care center staff in a responsive and compassionate manner while maintaining professional objectivity and the consultative stance. Participate in individual and group reflective supervision that is marked by an atmosphere of trust, respect, reflection and collaboration.

Assist child care center staff or related professionals to determine appropriate screening and assessment needed for individual children, particularly in the area of social/emotional development and occasionally conduct such screening or assessment, as appropriate.

Recommend outside resources available within the community to child care centers, as appropriate and facilitate referrals to appropriate services. Maintain a connection to the Madison Metropolitan School District staff, especially those providing services to children with special needs. Work to create systems to ensure a successful transition to kindergarten for students with special education or behavioral needs.

Gather, analyze and summarize data about early childhood mental health needs in Madison and effectiveness of the child care program.

Create and provide training to child care center staff and other early childhood professionals, as needed, in relevant topics related to infant and early childhood mental health. Research, pursue and coordinate the administration of professional development opportunities in infant and early childhood mental health for the early childhood community in Madison such as Pyramid Model, Conscious Discipline, etc. Train and consult with child care specialists in the area of infant and early childhood mental health, as needed, to enhance their ability to better meet the needs of child care centers in their caseload.

Participate in relevant work groups, collaborations or advisory committees related to infant and early childhood mental health. Maintain a network of community resources and assets to assist child care centers and families in their care to meet the social/emotional needs of children such as Birth to Three and other children serving agencies in Madison.

Provide information to relevant City and community boards, committees and commissions, as requested.

Perform other relevant work as assigned.

QUALIFICATIONS

Training and Experience

Generally, positions in this classification will require:

Two (2) years of professional and/or clinical experience evaluating infant and childhood mental health and mental health disorders specializing in relationship-based work with infants, young children and their families. Such experience would normally be gained after graduation from an accredited college or university with a Master's degree in Social Work, Psychology or related field. Other combinations of training and/or experience which can be demonstrated to result in the possession of the knowledge, skills and abilities necessary to perform the duties of the position will also be considered.

Specific training and experience requirements will be established at the time of recruitment.

Knowledge, Skills and Abilities

Thorough knowledge of infant and early childhood mental health and mental health disorders. Thorough knowledge of early childhood development (birth through age 5), preferably social-emotional development. Thorough knowledge of entering and understanding the culture of early childhood settings. Thorough knowledge of the impact of trauma (including historical trauma and family violence) on child and family development. Thorough knowledge of family systems. Thorough knowledge of evidence-based strategies for mental health promotion, prevention and intervention. Thorough knowledge of modules from the Center on the Social and Emotional Foundations for Early Learning (CSEFEL). Knowledge and experience implementing developmentally appropriate practice in early childhood settings. Ability to provide consultative service as supported by the Facilitating Attuned Interactions (FAN) Approach. Ability to communicate effectively both orally and in writing. Ability to prepare reports and analysis. Ability to provide training, action plans, referrals, and consultative services to experienced and inexperienced providers. Ability to develop and present educational

programs and materials. Ability to work within multiple, overlapping systems of service and support for children. Ability to work with cultural humility using a racial equity and social justice lens in supporting children. Ability to build and maintain good working relationships and work collaboratively with culturally and ethnically diverse co-workers, agency program staff, and members of the general public. Ability to work effectively, both independently and in teams Ability to participate in and provide staff support to committees and other community groups. Ability to use facilities designed for small children as a part of the on-site visits. Ability to maintain adequate attendance.

Special Requirements:

License in one of the following: Marriage and Family Therapy (LMFT), Clinical Social Work (LCSW) or Professional Counselor (LPC) or related license.

Possession of a valid driver's license.

Possession of a cellular telephone or other means of communicating with the office while in the field.

Physical Requirements:

The incumbent will be expected to physically visit and inspect child care facilities throughout the City of Madison. This position frequently requires sitting for extended periods of time in an environment comfortable for children, but not necessarily for adults (including sitting on small chairs and on the floor.)

Department/Division	Comp. Group	Range
DPCED/ Community Development	18	10

Approved:

Harper Donahue, IV
Human Resources Director

Date