



NORFOLK ADVOCATES FOR CHILDREN

MENTAL HEALTH COORDINATOR

SUMMARY OF POSITION

Norfolk Advocates for Children (NAC) employs two (2) qualified trauma-informed clinicians to provide trauma-focused, evidence based mental health support coordinated through the NAC.

RESPONSIBILITIES OF MENTAL HEALTH COORDINATOR(S) (MHCS):

TRAINING AND PROGRAMMING

- MHCS shall be responsible for providing internal and external education and training opportunities to community partners and community members on various topics including but not limited to the NAC, trauma, mental health issues including depression and suicide, and mandated reporting (at least 25 per year);
- MHCS shall develop and implement a new program for children with problematic sexual behaviors (PSB) under the age of 12 who can no longer be charged criminally in Massachusetts - program shall include individual therapy referrals and opportunities for these children to receive support, assistance and treatment. Said program shall meet not fewer than four (4) times per year;
- MHCS shall develop and implement a group for Non-Offending Parents. Said group shall provide resources and information for non-offending family members. Said group shall meet not fewer than four (4) times per year;
- MHCS shall provide at least one (1) Trauma Focused Cognitive Behavior Therapy training opportunity for clinicians/providers in Norfolk County receiving NAC referrals;

LINKAGE AGREEMENTS

- MHCS shall identify, secure and maintain relationships and executed linkage agreements with local providers/clinicians who can provide treatment, services and care for victims and their families seen at the NAC;
- MHCS shall be in the field not fewer than two (2) full days per week identifying and meeting with potential clinicians who can provide direct trauma-focused treatment, services and care for victims and their families seen at the NAC;
- MHCS shall report to the NAC Program Director a list of providers visited each week – said list shall be maintained by the NAC Program Director for grant and reaccreditation purposes;
- MHCS shall collectively work to create, update and maintain an active Book of Referrals of clinicians accepting individual referrals from the NAC. Said book shall be used by NAC staff when providing referrals to victims and their families;



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REACCREDITATION

- MHCs are responsible for reading and understanding the National Children's Alliance (NCA) Mental Health reaccreditation requirements for the NAC;
- MHCs are responsible for working closely with the NAC Program Director to ensure compliance with NCA mental health standards;
- MHCs are responsible for meeting with referring providers/clinicians to ensure their compliance with reaccreditation requirements including collecting required information regarding clinician/provider and their staff;

CASE WORK

- Attend weekly multidisciplinary team interviews of child abuse victims;
- Provide at least three (3) referrals for treatment for every victim seen at the NAC;
- Follow up with phone calls to victims and their families after referrals have been made;
- Consult with multidisciplinary team members (MDT) to provide feedback on issues of child development and trauma;

QUALIFICATIONS

- Master's Degree in social work, psychology or related field, with experience with children and families that have experienced trauma preferred. LSWA, LSW, LCSW, LMHC, LICSW preferred.
- Knowledge of Children's Advocacy Centers and multidisciplinary team approach in the investigation of child abuse is preferred.
- Knowledge of the Criminal Justice System is preferred.

These are grant-funded positions. The grant period is July 1, 2020 through June 30, 2021.

The position is for forty (40) hours per week.

Please send a resume and cover letter to Norfolk Advocates for Children,
12 Payson Road, Foxborough, MA 02035 or nacdirector@norfolkadvocatesforchildren.com