



Norfolk Advocates for Children

12 Payson Road, Foxborough, MA 02035 | 508.543.0500

www.norfolkadvocatesforchildren.com

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):

Case Work

- Attend weekly multidisciplinary team interviews of child abuse victims;
- Provide at least three (3) referrals for treatment for all children 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;

Training and Programming

- Provide 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);
- Coordinate and participate in Trauma Focused Cognitive Behavior Therapy training collaborative for clinicians/providers in Norfolk County receiving NAC referrals;

Linkage Agreements

- 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;
- Identify and meet with potential clinicians who can provide direct trauma-focused treatment, services and care for victims and their families seen at the NAC;
- Update and maintain the active Book of Referrals of clinicians accepting individual referrals from the NAC;



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Reaccreditation

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

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.
- Applicants selected will be subject to a background check, Sex Offender Registry check and be required to submit to fingerprint check.

These are grant-funded positions. The grant period is July 1, 2023 through June 30, 2024. The position is for forty (40) hours per week offering 15 Days Paid Time Off, 12 Paid Holidays, and Health Insurance Stipend.

All NAC staff are required to provide proof of COVID-19 vaccination.

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