Job Description - Position Profile

Position Title: Infant and Early Childhood Mental Health Consultant

Reports To: Area Chief / Department Director

Classification: Salary

Position Summary:

The Infant and Early Childhood Mental Health (IECMH) Consultant will provide a wide range of early childhood mental health consultation and training services to help adults nurture the social and emotional development of children ages birth through five years in early care and education (ECE) settings, as well as with families and through home-based settings.

Primary Responsibilities

- Consult with ECE providers on ways to strengthen their overall program quality to promote the social/emotional development of all children in their care.
- Work with families and ECE providers caring for children with social/emotional/developmental/ behavioral challenges.
- Ensure appropriate referrals for concerns beyond the scope of consultation services.
- Observe, assess, and provide strategies to assist staff, caregivers, and families to develop attitudes and skills that will help them function more effectively, which will ultimately support the optimal social and emotional health of young children.
- Perform outreach and awareness activities to recruit childcare programs for consultation
- Provide onsite technical assistance/training to support classroom and center-wide quality practices that promote young children's social and emotional development
- Collaborate with Help Me Grow Alabama Regional Care Coordinators
- Provide consultation which includes providing culturally sensitive child/family-centered onsite consultation when providers or parents have concerns regarding the social/emotional development of a particular child or children
- Provide comprehensive services including observation, assessment, coaching/mentoring, and specific strategies to teachers, ECE and Early Intervention providers, home visitors, and/or families with young children with social/emotional/behavioral challenges and to address adult/caregiver/teacher resiliency
- Work with parents and providers to develop/implement and oversee an action plan that identifies appropriate interventions for a child who needs support
- Make referral to appropriate outside services as needed

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- Incorporate the Culturally and Linguistically Appropriate Services Standards (CLAS) into all work
- Complete and manage data entry, reports, and evaluations on time and as required
- Participate in regular calls, webinars and training opportunities provided by the state coordinator and through other partner agencies, including regular administrative and reflective supervision
- Other duties as assigned

Knowledge, Skills, and Abilities:

- Excellent communication skills, both written and verbal, with experience in providing effective presentations and/or interactive trainings with adults; proficient personal computer skills including email, recordkeeping, word processing, database, etc.
- Proven human relations skills and the ability to work with diverse populations
- Technology skills including expertise with Microsoft Office and database management; willingness to learn new applications and identify innovative ways for technology to support organizational objectives.
- Excellent knowledge, skills and abilities in data analysis and insight generation, translation of complex issues into actionable efforts.
- Ability to work in a fast-paced environment and juggle multiple priorities, and able to react and adjust quickly to changing conditions.

Qualifications:

- Bachelor's degree required; Master's degree preferred in early childhood education, early childhood special education, human sciences, social work, psychology, counseling or related field and three years of experience as a mental health consultant specializing in relationship-based work with young children and their families and ECE providers preferred
- Endorsed in IECMH or eligible for Endorsement®
- Knowledge of systems, organizations and programs that serve young children and families, with experience in ECE settings preferred
- Familiar with early childhood social/emotional/behavioral screening/assessment/evaluation tools such as: Infant/Toddler and Early Childhood Environment Rating Scales, Devereux Early Childhood Assessment, Ages & Stages Questionnaires®: Social-Emotional, Second Edition (ASQ®:SE-2)
- Must have a valid driver's license, reliable transportation, and automobile insurance that is in compliance with the state of Alabama law

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Essential Functions/Physical Requirements:

The requirements below are required with or without reasonable accommodations:

- Ability to tolerate walking, standing, and sitting throughout the day.
- Reaching, bending, lifting, carrying, and must be able to lift minimum of 20- pounds to chin level without injury.
- Travel, local and out of state, including overnight stay, as necessary.
- Ability to meet the attendance requirements for the position.

The statements contained above reflect general details as necessary to describe the essential functions of this job, the level of knowledge and skills required, but should not be considered an all-inclusive listing of work requirements. Please be advised that this document should not be construed, in any manner, as a contract of employment. All employees of the SAFE are employees "at-will". I have read and understand the responsibilities and requirements of this position.

Employee Signature _____ Date _____

Manager / Supervisor _____ Date _____