

School Mental Health Technician

*This position opens on **July 14, 2021** and closes on **July 25, 2021**.*

To learn more about employment with HCPSS, please visit <https://www.hcpss.org/employment/>.

DESCRIPTION

Under the supervision of the Principal for the Homewood School, the School Mental Health Technician will assist teachers and staff with positive behavior intervention strategies to support students' instructional focus.

ESSENTIAL POSITION RESPONSIBILITIES

- Provides academic and behavior support to students referred to the resource room.
- Supports crisis intervention for student who are experiencing in a crisis in the school.
- Supplements assistance from teachers, administrators, and staff for students while in crisis.
- Utilizes techniques of crisis intervention and safe physical management of students.
- Observes students in the classroom and assists in the development of Functional Behavior Assessments and Behavior Intervention Plans.
- Maintains data collection and appropriate records regarding students referred to the resource room.
- Listens to and interprets verbal and non-verbal communication when working with students.
- Works with students on a one-to-one basis.
- Discusses student progress as it relates to behavior intervention and Individualized Education Programs (IEPs).
- Manages multiple tasks in a flexible manner.
- Exercises good judgment and discretion in working relations with students and staff.
- Implements knowledge of educational disabilities and behavioral implications.
- Maintains confidentiality regarding student needs, data, interventions, and plans.

The above list is a summary of the functions of the job, not an exhaustive or comprehensive list of all possible job responsibilities, tasks, and duties.

MINIMUM QUALIFICATIONS

Applicants must meet all the following qualifications, listed below, to be considered for the vacancy.

Education and Experience:

- High school diploma or GED (or equivalent) with at least four (4) years of experience in the behavior/ mental health field.
- Knowledge of special education procedures and processes.

- Knowledge of a variety of behavioral intervention techniques and strategies.
- Demonstrated ability assisting students with instruction in an active learning environment.
- Ability to understand and follow oral and written directions necessary for providing student support (e.g. directions for learning tasks, student goals and objectives, schedule of services, etc.).
- Demonstrated ability to effectively work and communicate with diverse and multicultural populations.
- Demonstrated ability exhibiting professional behavior, tact, and good judgement with working with administrators, colleagues, central office and school-based staff, students, parents/guardians and the community.
- Demonstrated proficiency with technology to include web-based productivity and collaboration tools (e.g. Microsoft Office Suite, Google Suite, etc.).

PREFERRED QUALIFICATIONS

- An Associate's or Bachelor's degree from an accredited college or university with at least (2) years of experience in the behavior/mental health field.
- Knowledge and understanding of the practices, procedures, and documentation in a public preK-12 school system.

EMPLOYMENT INFORMATION

This is a 10-month per year position in the Howard County Educators Association, Educational Support Professionals unit (HCEA-ESP). The current salary range for this position is on the Central Office Technical Salary Scale, Grade 20, \$31,806 - \$73,740. Salary will be determined by actual relevant experience and in conjunction with salary procedures of the Howard County Public School System. Under the Fair Labor Standards Act, this position is exempt from overtime.

APPLICATION REQUIREMENTS

Only applicants who submit all the requested information by the closing date of the vacancy will be considered for this position.

Please note that a completed application includes:

- A complete application form that includes a listing of employment locations with dates of employment and names of direct supervisors.
- All supplemental materials (i.e.: resume, letter of introduction, and transcripts) required to verify that you meet the minimum qualifications.

HCPSS requires an official [evaluation of foreign credentials](#) to verify educational qualifications for degrees earned from foreign institutions.



Office of Human Resources
10910 Clarksville Pike
Ellicott City, MD 21042
Nicole M. Carter, Executive Director

Interviews will be limited to those applicants who, in addition to meeting the basic requirements, have experiences and education which most closely match the position qualifications and the needs of the school system.

For questions regarding this vacancy, please contact:

Sandy Saval
Human Resources Business Partner
Office of Human Resources
(410) 313-6689
sandy_saval@hcpss.org

Equal Opportunity Employer

The Howard County Public School System (HCPSS) is an Equal Opportunity Employer. HCPSS ensures equal employment opportunity for all persons without regard to race, color, religion, national origin, sex, marital status, disability, sexual orientation, or political affiliation.