

East Side Union High School District

Job Title: Educationally Related Mental Health Services Provider

Description of Basic Functions and Responsibilities

Under the direction of the Director of Special Services or designee, the Educationally Related Mental Health Services Provider provides assessment, counseling, and mental health services to students whose needs are identified through the IEP process. The ERMHS provider supports student access to education by addressing social, emotional, and behavioral needs that impact learning. Services are provided in alignment with IEP goals, district guidelines, and state and federal regulations.

Supervisor

Director of Special Services

Major Duties and Responsibilities

Conduct social, emotional, and mental health assessments as part of the IEP process

Provide individual and group counseling to eligible students to support emotional, social, and academic functioning using evidence-based practices

Develop and implement intervention plans that support student access to the educational environment

Participate actively on IEP teams and provide clinical input on student mental health needs, service recommendations and supports

Consult with teachers, administrators, parents, and support staff regarding behavioral and mental health strategies

Respond to student crises and assist with safety planning and intervention.

Coordinate services with community mental health agencies and outside providers when appropriate

Maintain accurate and timely documentation, including assessment reports, progress notes, service logs, and updated goals

Assist with Medi-Cal billing documentation and compliance requirements when applicable

Provide professional development and consultation to staff on trauma-informed practices and mental health supports

Participate in multidisciplinary meetings, including Student Success Teams and other intervention teams

Travel between district school sites to provide services

Perform related duties as assigned

Knowledge and Skills

Knowledge of adolescent development and school-based mental health practices

Understanding of special education laws, IEP processes, and educational eligibility requirements

Skill in conducting assessments and delivering therapeutic interventions

Ability to collaborate effectively with multidisciplinary teams

Strong written and verbal communication skills

Ability to maintain confidentiality and professional ethical standards

Culturally responsive and trauma-informed approach to student support

Minimum Qualifications

Masters in Social Work or a related field (Marriage and Family Therapy, Professional Clinical Counselor or Clinical Psychology) AND Valid Pupil Personnel Services (PPS) Credential

Experience providing counseling or mental health services to school-aged youth preferred

Experience working in educational or community mental health settings is desirable

Valid California driver's license

Fingerprint clearance and tuberculosis certification as required by law

Evaluation

Annually by the Director of Special Services

Physical Demands and Working Conditions

1. Seldom = Less than 25%
 2. Occasional = 26%-50%
 3. Often = 51%-75%
 4. Frequent = above 76%
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- a. Ability to work at a desk, conference table or in meetings of various configurations [4]
 - b. Ability to stand for extended periods of time [2]
 - c. Ability to see to read, prepare and proofread documents [4]
 - d. Ability to hear and understand speech at normal level [4]
 - e. Ability to communicate so that others will be able to clearly understand normal conversation [4]
 - f. Ability to bend and twist, sit, stoop, kneel, push, and pull [4]
 - g. Ability to lift 5-20 lbs. [2]
 - h. Ability to carry 5-20 lbs. [2]
 - i. Ability to operate office equipment [4]
 - j. Ability to reach in all directions [4]

Working Environment

School site and office environment

Regular interaction with students, staff, parents, and community agencies

May involve crisis intervention situations and emotionally sensitive interactions

Ability to travel to multiple school sites

Reasonable Accommodation

The District will comply with all legal requirements relating to reasonable accommodation for employees and job applicants.

Approved: 02/12/2026 Bd Mtg