

**COALITION FOR HISPANIC FAMILY SERVICES**  
*Job Posting*

**Job Title:** Mental Health Coach  
**Department:** Preventive Services Program  
**Reports To:** Program Director  
**Date Available:** Currently Available  
**Date Posting:** July 24, 2018  
**Deadline to Apply:** July 31, 2018

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**To apply:**

Submit a resume and cover letter with qualifications to Franc Villalobos, Program Director by 5PM on July 31, 2018, at [fvillalobos@hispanicfamilyservicesny.org](mailto:fvillalobos@hispanicfamilyservicesny.org)

**JOB SUMMARY:** Under the supervision of the Program Director, The PPRS MH Coach works within the Preventive Services program of the Coalition for Hispanic Family Services (CHFS), providing MH status assessments, treatment recommendations and direct therapeutic support to clients in an effort to help stabilize children and families, and thus reduce safety and risk concerns, and prevent children from entering/re-entering Foster Care.

**RESPONISIBILITES:**

- Provide initial MH status and/or DV evaluations for children, adolescents, and adults
- Make recommendations for type of treatment services needed based on assessment
- Make home visits as maybe required
- Make referrals to treatment services and monitor child/family attendance of services
- Obtain treatment reports on clients
- Develop and maintain collaborative relationships with community clinical providers
- Identify risks and gaps in treatment services
- Provide short-term therapeutic sessions for children/adolescents not requiring community based MH services
- Develop and run 12 week parent groups
- Consult program case planners/supervisors on clients' MH status and coach case planners on appropriate/supportive MH maintenance
- Attend meetings and conferences at other agencies on behalf of clients as may be required

- Participate in program case conferences to provide assessment of clinical status and treatment options for clients.
- Attend community events, forums, coalitions to increase program visibility and knowledge of community resources to benefit children and families.
- Maintain documentation on all services provided on behalf of client-families.
- Attend supervision and be prepared to discuss family-case progress and/or concerns.
- Attend in services and/or ACS trainings as may be required
- Attend community resources to benefit children and families.
- Flexible hours, including Saturdays as may be required
- Other duties as assigned by Program Director

**MINIMUM QUALIFICATIONS:**

- Be a Licensed Creative Arts Therapist or LMSW, with a minimum of 3 years clinical work with children and adolescents
- Have experience in working in a child welfare, school, and/or mental health setting
- Have experience in working with an ethnically-diverse population of client families
- Experienced in running groups, or be willing to be trained
- Bilingual in Spanish is strongly preferred as many parents speak Spanish only
- Strong verbal and written communication skills
- Ability to travel within the CHFS service area and making home visits to client families, clinical providers, and/or other agencies as maybe required
- Ability to work closely in a team-approach and contribute to program development

**Salary:**

Licensed Low to Mid \$55,000 / based on experience.

Excellent benefits package, ample vacation and sick days.

**NOTE:** This job description and specifications are not intended and should not be construed as an exclusive list of all responsibilities, skills or working conditions associated with the job. They are intended to be an accurate reflection of the principal requirements of the position. Any questions or concerns should be directed to the immediate supervisor.