



Apollo Career Center is accepting applications for the position of:

MENTAL HEALTH COORDINATOR

STARTING DATE:	August 2019
REPORTS TO:	Director of High School Programs
SALARY RANGE:	<ul style="list-style-type: none">• based on appropriate salary schedule, commensurate with education and experience
BENEFITS:	<ul style="list-style-type: none">• medical/dental Insurance• life insurance• sick/personal leave
WORK WEEK/YEAR:	183 day school year calendar
MINIMUM QUALIFICATIONS:	<ul style="list-style-type: none">• ability and willingness to obtain a license as a social worker or a clinical counselor• effectively communicate information to students, families and staff• knowledge of community health resources and ability to refer students and/or families to resources• working knowledge of both the social service profession and a school system• maintain case files and submit appropriate documentation to identify outcomes of services provided• identify at-risk students and students with short-term needs• assess student needs to improve functioning and coping skills• develop/determine appropriate student treatment/action plan to improve well-being• respond to crisis situations to ensure safety• advocate for student needs• prepare and maintain records, reports and inventories, as required by law, district policy or administrative directive and protect the confidentiality of privileged information
PREFERRED QUALIFICATIONS:	<ul style="list-style-type: none">• valid license as a Social Worker (LSW) or a Professional Clinical Counselor (LPCC) per Ohio Counselor, Social Worker, and Marriage and Family Therapist Board
MATERIALS TO SUBMIT:	<ul style="list-style-type: none">• application (available at: https://www.apollocareercenterhs.com/jobs-at-apollo/)• resume
APPLICATION DEADLINE:	June 28, 2019
APPLY TO:	Tasha Sheipline, Director of High School Programs Apollo Career Center 3325 Shawnee Rd. Lima, OH 45806-1454 Phone: 419-998-2908 Email: tasha.sheipline@apollocc.org