

Job Description
INFANT & EARLY CHILDHOOD MENTAL HEALTH BEHAVIORAL SPECIALIST

SUMMARY: The Infant and Early Childhood Mental Health program is an indirect service that helps to build the reflective capacities and relational health of families, early childhood professionals and others who care for or provide services to children birth to five. The Infant & Early Childhood Mental Health Behavioral Specialist position provides consultation and training to empower and build the capacity of early childhood professionals and families to cultivate positive and inclusive environments, support the social-emotional health and development of all children in the early learning setting or home, and work effectively, responsively and collaboratively with children and families with mental health concerns, challenging behaviors and individual developmental differences. The specialist's aim is to enhance all relationships involved in the care setting, create nurturing and emotionally responsive environments, strengthen staff effectiveness in interactions with young children ages birth to five and families, and build strong school/home alliances. The position requires travel to assigned settings within Washington County.

WORK SITE: APPLES for Children, Inc. administrative office, Hagerstown, MD; with daily travel to settings within Washington County, Maryland.

PRIMARY RESPONSIBILITIES:

1. Implement all aspects of the delivery model of early childhood mental health consultation services to early childhood professionals, child care staff, children and families that includes systems, program, center and child-level consultation;
2. Conduct consistent and ongoing onsite consultation meetings/conversations, observations, assessments and other consultative activities;
3. Gather and analyze data from child and classroom assessment tools (such as DECA, TPOT, TPITOS, CHILD) to use in the development of an action plan and to support early childhood professionals in utilizing social and emotional practices and strategies to support children and families.
4. Connect individual and families in need of further assessment, evaluation and services to the relevant community providers (referral to treatment services)
5. Maintain service delivery and administrative documentation in accordance with agency procedures and funder requirements. Support the development and implementation of program evaluation and outcome measurement procedures;
6. Actively participate in individual and group reflective supervision that is marked by an atmosphere of trust, respect and collaboration.
7. Communicates progress of Early Childhood Mental Health Project to APPLES staff, community partners and project funders;
8. Support and make appropriate and effective referrals across multiple systems as needed;
9. Research, develop and/or facilitate early childhood mental health related professional development opportunities in accordance with MSDE requirements.
10. Develop and maintain community partnerships to ensure successful outcomes of the program;
11. Assist with development and implementation of marketing strategies (I-Care e-newsletters, Facebook, etc.)

- 12. Participate in all meetings, seminars, and trainings as required.
- 13. Perform other duties as assigned by the Executive Director.

KNOWLEDGE and SKILLS:

- 1. Understanding of early childhood mental health consultation as building the mental health capacities of early childhood professionals, families, and others who care for children birth to five and utilize the principles of the consultative stance in the oversight and implementation of the program;
- 2. Extensive knowledge and experience in core issues related to early childhood such as typical and atypical growth and development of young children, emotional and behavioral health, cultural variations in childrearing practices, knowledge of evidence-based approaches to managing problematic behavior;
- 3. Desire, flexibility and comfort working in natural environments including early care/education classrooms, family child care homes, or family homes or other non-traditional settings;
- 4. Excellent verbal and written communication skills. Ability to write concise, informative written information in a timely manner as needed within the position;
- 5. Professional, self-motivated, and self-directed;
- 6. Ability to exercise good judgment. Ability to evaluate complex issues/problems, identify solutions and develop and appropriate course of action;
- 7. Knowledge of and application skills in using a variety of technology, tools and resources to facilitate learning across distances;
- 8. Knowledge of and strong application skills in using Microsoft software (Word, Excel, Access, Power Point) and an ability to learn and effectively use other software applications within agency-designated timeframe;
- 9. Typing skills sufficient to be productive;
- 10. Experience providing strengths-based coaching, mentoring, or technical assistance highly preferred although not required;
- 11. Endorsement as an infant/family early childhood mental health specialist/reflective practice facilitator or reflective mentor highly preferred although not required.
- 12. Position requires travel to consultation assignments. Must have access to transportation to travel independently on a daily basis.

EDUCATION AND WORK EXPERIENCE:

Bachelor's Degree in Early Childhood Education, Special Education, Psychology, Social Work, Sociology or related field with 2 years work experience in an early childhood setting preferred.

Employee Signature

Date

Supervisor Signature

Date