



**Job Title:** Early Childhood Mental Health Consultant      **Job Class:** Program Delivery  
**Reports To:** Team Lead/Program Manager      **Grade:** 8  
**Status:** Exempt

**POSITION SUMMARY**

Plans, coordinates, and implements specialized services to children ages 0-5 through community agency consultations, training, and program development. Provides training and supervision to Centennial clinical staff in the area of early childhood issues.

**CORE RESPONSIBILITIES**

- Establishes on going collaborative relationships with agencies and organizations providing services to children ages 0-5
- Conducts community needs assessments for early childhood populations
- Develops Memorandums of Understandings with key community and regional stakeholders
- Researches and trains internal and external agency staff in Evidence Based Practices in early childhood population
- Monitors services and programs for early childhood population
- Maintains timely records and data collections for measuring goals and outcomes of early childhood programs and services
- Participates in meetings and in services
- Participates in Reflective Supervision sessions
- Performs other job duties as assigned

**EDUCATION**

BA Required, Master’s Degree preferred in Psychology or Social Work with emphasis on children and families, Infant Mental Health Endorsement or working towards Endorsement required.

**CERTIFICATES, LICENSES, REGISTRATIONS**

Licensed in the State of Colorado as LCSW, LPC, LMFT or PhD

**SKILLS, KNOWLEDGE, AND ABILITIES**

- Ability to work well with special populations along with maintaining appropriate boundaries
- Able to identify and nurture strengths and support client rights to make independent decisions
- Skill to serve culturally diverse populations that may have a bearing on service provision
- Effective written and verbal communication skills
- Demonstrates effective time management and the ability to multi-task
- Ability to work as a team member
- Knowledge of basic computer literacy such as e-mail communication and word processing
- Ability to work flexible hours, which may be required
- Ability to travel within the Center’s service area or to other locations as needed

I have read this copy of my job description, discussed it with my supervisor, and understand my responsibilities and the core competencies that are needed to complete my role.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date