



Early Mental Health Initiative Program Child Guidance Aide

Definition

Under the direct supervision of the district psychologist and site administrator, performs individual student contact sessions with identified students. The Child Guidance Aide will provide one-to-one assistance to elementary school students who are displaying academic and social difficulties in school.

Examples of Duties:

- Assists students in developing study and interpersonal skills, responsibility problem solving and conflict resolution abilities.
- Meets with students on individual basis in the Primary Intervention Program play area.
- Provides a warm, caring, non-judgmental atmosphere for students.
- Makes observations of students regarding their social and academic adjustment to school.
- Maintains a variety of reports and records, and scores test data related to the Primary Intervention Program.
- Attends weekly meetings with the School Psychologist, consults with the Mental Health Consultant and participates in appropriate training.
- Assists in the development of a variety of instructional materials.
- Performs related duties as assigned.

QUALIFICATIONS GUIDE

Knowledge of:

- General concepts of child growth, development, and behavior characteristics.
- Basic interpersonal techniques such as redirecting behavior, problem solving, and active listening'
- English usage, punctuation, spelling, and grammar.
- Basic arithmetic concepts.
- Routine record keeping.
- Basic, first aid principles.

Ability to

- Demonstrate an understanding, patient, warm, and receptive attitude toward children.
- Supervise children, ages 3 to 12.
- Be responsive to special needs of low achieving, at-risk students.

- Participate in special training and to acquire skills related to the success of the primary Intervention Program, including active listening, interpretation to play, limit setting, etc.
- Maintain cooperative working relationships with staff, students, and the general public.
- Communicate orally and in writing.
- Ability to communicate in Spanish is desirable.

TRAINING AND EXPERIENCE:

- High school diploma or equivalent.
- Prior training and/or experience (including child development) working with "at-risk" children in an educational and/or child related setting.

ACCOUNTABILITY:

- Responsible to site administration and supervising School Based Mental Health Professional.

CERTIFICATES/LICENSES:

- Aide Proficiency Test Required.