

Mental Health Coordinator

About Next Step Community Solutions

Next Step Community Solutions is a thirty-six year old Tyler, Texas based 501c3 nonprofit organization that works in the areas education, training, counseling and mentoring, with particular focus in substance abuse prevention and adolescent mental health.

Our office is located at 305 South Broadway Avenue Ste 603 in Tyler, Texas.

We currently provide substance abuse prevention services through our agency's two Community Coalition Partnerships covering 8 East Texas Counties in HHSC Region 4 and youth mental health counseling services on 61 school campuses, 11 juvenile probation locations, and 1 office location. We serve 26 East Texas Counties in HHSC Regions 3, 4 and 5. In addition to counseling we train school staff and provide school-based suicide prevention services.

General Description

Next Step Community Solutions is seeking candidates to support suicide prevention in Texas school communities. These positions (3 total) exist to support the implementation of Sources of Strength, Youth Mental Health First Aid, and QPR in East Texas. Additionally, these positions serve as a resource around suicide prevention, intervention, and response to all schools in the identified regions.

Primary Job Functions

- Provide direct program support for schools implementing youth suicide prevention programs in the identified region, including but not limited to Sources of Strength and Youth Mental Health First Aid.
- Certify as a Sources of Strength trainer during the 2021-2022 school year.
- Conduct initial and booster Sources of Strength trainings in regional schools.
- Communicate effectively with program assistant with scheduling any trainings.
- Provide information to and facilitate communication among schools implementing youth suicide prevention programs including but not limited to Sources of Strength, Youth Mental Health First Aid, and QPR in the identified region.
- Train and become competent in conducting mental health gatekeeper training to the staff of schools implementing youth suicide prevention programs in the region (primary),

and other school communities in the identified region as needed / requested (secondary).

- Respond promptly to requests for technical support and program information from all cohort schools including but not limited to Sources of Strength schools in the identified region; including marketing the Sources of Strength request for proposals when it is available and researching and becoming informed of any other youth suicide program if applicable.
- Maintain current and accurate information on school contacts, activities and summary of action steps taken for regional schools.
- Provide postvention support to all schools in the identified region impacted by completed suicides in conjunction with senior program specialist and program director.
- Provide training and support for schools implementing Youth Mental Health First Aid and QPR in the identified region when available and applicable.
- Promote / represent Next Step Community Solutions at all relevant opportunities (such as school association meetings and events); this may include activities such as speaking at an event or hosting a table / booth provided such venues are applicable to youth and/or youth suicide prevention.
- Provide professional, regular communication with other Next Step team members regarding the status of program implementation in the identified region.
- Serve as a nexus of information and activity around youth suicide prevention among schools and community stakeholders in the identified region.
- Actively participate in professional development opportunities that support youth suicide prevention and intervention to increase knowledge and expertise in suicide prevention at state and national levels. Become an expert in suicide prevention through collaboration with other team members, national suicide resources and youth-specific best practices.
- Attend to the timely collection of thorough and complete data from cohort schools in the identified region.
- Regularly assess funded schools in the identified region for promising and innovative practices around suicide prevention and report findings to the Program Director and Director of Operations and Programs on an ongoing basis.
- Establish a repository of mental health and related resources in the identified region, and for state and national resources if applicable, to provide support for schools responding to suicidal ideation, attempts and completions.

Requirements

- Candidates should have a Bachelor's degree in administration, counseling, psychology, social work, or related field
- Experience in working with multi-disciplinary teams
- Experience in working with school personnel and/or in school settings
- Experience with creating and positively supporting / maintaining systems change
- Computer experience and basic computer fluency
- An ability to work independently and in cooperation with others
- Strong organizational skills
- Strong oral and written communication skills
- Strong interpersonal skills in working with diverse populations
- Flexibility in assigned work hours
- A commitment to public health approaches, community collaboration, and youth development
- An energetic and positive approach to the rapidly evolving changes and challenges of a complex workplace.

Travel Requirement

- Position travels 60% to area schools.
- Must have valid Texas Driver's License and proof of auto insurance

Physical Requirements

Position requires:

- Frequent sitting, standing and walking
- Ability to use hands and handle objects
- Adequate vision and hearing is necessary for duties
- Ability to endure looking at computer screens for extended periods of time during the work day
- Occasional pushing/pulling/lifting/carrying up to 25 pounds

- Speaking/talking on the telephone and in-person

The physical demands described are representative of those that must be met by the employee to successfully perform the essential functions of this job. Next Step Community Solutions provides reasonable accommodation to enable individuals with disabilities to perform the essential functions.

Send cover letter and resume to brandon.davidson@nextstepcsi.com