



## Mental Health Resource Navigator

Western Montana Professional Learning Collaborative ([WM-PLC](#)) and Montana Small Schools Alliance ([MSSA](#)) are hiring!

**Job Goal:** Promote development and implementation of coordinated mental health services, e-therapy platform, and other resources for school districts. Expanding student, staff and family access to all mental health services. Provide leadership, advocacy, counseling and collaboration in order to promote student success.

### I. Employment Status:

TRS or Exempt  
Full time, Limited-term, Grant funded  
School Year 2023-2024, Yearly contract

### II. Compensation and Benefits:

Compensation: Up to \$70,000 annually  
Benefits: Dependent on contract as negotiated

### III. Position Relationships:

Reports to: Executive Co-Directors of WMPLC  
Supervises: NA

### IV. Position Qualifications:

#### A. Education, Training, Experience:

1. Masters Degree in school counseling, or related field.
2. Three or more years of experience in school counseling, or mental health systems, public and private service providers, and community service providers.
3. Licensed Montana School Counselor or ability to meet and get Montana certification and licensure.
4. Ability to pass a background check.
5. Experience in coordinating services and staff.
6. Strong communication skills, both written and verbal.
7. Experience acting as a systems change agent to improve equity, access and opportunities for students.
8. Experience collaborating with families, teachers, administrations and community for student success.



**B. Related Position Qualities/Requirements:**

1. Willing to travel extensively across Montana.
2. Montana resident (preference to central location in the state)
3. Advocacy, counseling/coordinating, use of data/assessments; using standardized practices/and or methods.
4. Leading, guiding, coordinating with others.
5. Operating within a defined budget.
6. Adaptability to changing situations and shifting projects based on school, community, grant needs.
7. Innovative problem solving in approaches to work, challenges in schools; takes initiative to explore issues and find potential innovative solutions.
8. Provide equity of services for rural, tribal, and frontier schools across Montana.

**V. Performance Responsibilities**

1. Collect, monitor, analyze and report data as needed.
2. Consult and coordinate school resources to best serve participating school districts.
3. Coordinate student access to mental health supports and support district staff to address student behavioral issues.
4. Serve as a collaborative team member with districts' student services structure.
5. Act as a referral resource and consultant to teachers, students, families and community agencies to provide support for mental health, behavioral/social-emotional needs and other critical services.
6. Work as a liaison between school district staff, mental health providers, community and county partners, state and national resources and students/families.
7. Provide school, parent, and community education on tools made available through the grant.
8. Willingness to be trained in various programs including but not limited to: MANDT, CPI, etc.
9. Assist in meeting grant deliverables.
10. Follow all ethical and professional counseling standards (ASCA).



## **VI. How to Apply**

Send a cover letter, three letters of recommendation, resume, college transcripts (unofficial transcripts accepted, official transcripts will be required upon hire), and a copy of your Montana teaching certificate or a statement explaining your ability to acquire it to:

[director@wmplc.org](mailto:director@wmplc.org)

Contact Erin Lipkind at 406.218.0186 or Janelle Beers at 971.241.9247 with questions. Visit <https://www.wmplc.org/> and <https://www.mt-ssa.org/> for more information about our organizations.