



Position Description

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| <u>Position Title:</u> | Wraparound Facilitator |
| <u>Status:</u> | Full-time, exempt |
| <u>Reports to:</u> | Wraparound Coordinator |
| <u>Supervises:</u> | N/A |

Summary: The Wraparound Facilitator manages the wraparound process on behalf of client families to bring formal supports, i.e., professionals, and informal supports, i.e., family, friends, and others, together, to develop realistic plans to help the family meet its needs and improve its circumstances.

Essential Duties and Responsibilities:

- Collaborates with the Wraparound Coordinator to identify families who need and would benefit from wraparound services.
- Works with the assigned Parent Partner and the family to form the family team.
- Works with therapists and with the Parent Partner to identify and develop appropriate family supports.
- Organizes and facilitates meetings of the family team; helps family team to discover strengths and assess needs; helps the family define desired outcomes.
- Assists family to develop a crisis plan to both prevent crises and, should they occur, in dealing with them successfully.
- Collects outcomes data as assigned by the Wraparound Coordinator.

- Documents and bills for all services by writing progress notes that meet MediCal standards; completes all Wraparound Fidelity Tools in a timely manner.
- Meets minimum productivity standards as established by the Clinical Director and the agency.
- Meets with clinical supervisor at established times and participates in all mandatory training, staff meetings, and other required meetings.
- Becomes familiar and keeps abreast of community resources, both public and private, that may be accessed on behalf of wraparound client families.
- Other duties as assigned.

Minimum Requirements:

1. Masters degree in social welfare, psychology, counseling, or a related field.
2. Fluency in both Spanish and English.
3. One year of experience providing mental health services to children and their families (or equivalent to be determined by the Clinical Director).
4. One year of experience as a case manager (or equivalent to be determined by the Clinical Director).
5. Holder of a California driver's license in good standing and access to a reliable automobile with the legally required minimum insurance coverage. Ability to drive safely between service delivery locations and office settings.
6. Must submit to fingerprinting and be cleared by the California Department of Justice and the FBI for criminal and child abuse background checks.

Physical Requirements:

Employee must be able to lift a 50-lb. dynamic load; must be able to stand, walk, sit, bend, and crouch without physical limitations; and must be able to work effectively in a high-noise, rapid-pace environment.

Preferred Qualifications:

1. Previous experience providing Wraparound services.

2. Eligible for licensure by either the California Board of Behavioral Science or the California Board of Psychology.