VIRGINIA EARLY CHILDHOOD MENTAL HEALTH COORDINATOR

This position will provide:

- Overall coordination of the *Early Childhood Mental Health Initiative* in Virginia including:
  - Responding in a timely manner to all inquiries for information about Virginia’s *Early Childhood Mental Health Initiative* (via email, phone, meetings, etc.);
  - Development and implementation of an *Early Childhood Mental Health Strategic Plan* that is reviewed and updated on a regular basis;
  - Facilitation of meetings of the *Early Childhood Mental Health Virginia Advisory Board (Birth to 8)*;
    - Serve as staff support to the Advisory Board and ECMH VA and VAIMH Work Groups;
    - Work closely with Advisory Board members to implement the ECMH initiative including project activities, and assist in the coordination of meetings including development of meeting agendas, reminders, meeting summaries and recruiting members.

- Coordination and support for the Virginia’s Infant Mental Health Endorsement system;
  - Provide support to the VAIMH Board of Directors and the Infant Mental Health Endorsement Work Group responsible for implementation in Virginia;
  - Serve as contact for the VAIMH Endorsement (answer calls, emails and other communication requesting information about the endorsement etc)
  - Maintain current copies of endorsement documents for use as needed;
  - Assist with the customization of the Michigan competencies and materials to reflect the needs of Virginia;
  - Build capacity for endorsed Infant Mental Health providers and reflective supervision.

- Coordination and management of all aspects of training for early childhood professionals [early interventionists, childcare providers, families/caregivers, and teachers] and *behavioral health providers* on the state selected Center for the Social Emotional Foundations of Early Learning (CSEFEL) Pyramid Model, in partnership with the Technical Assistance Center on Social Emotional Intervention (TACSEI), an evidence-based social-emotional framework. The Pyramid Model training will augment the building of a cross sector professional development statewide system in which endorsed Early Childhood Mental Health Consultants will be available across the Commonwealth for anyone working with children, birth to 5:
  - Develop and support the statewide implementation of the evidence-based CSEFEL Pyramid Model for supporting social and emotional competence in children birth to five in Virginia;
  - Manage all activities related to implementing the Pyramid Model so that a consistent model is established for teaching and supporting all children in peer interactions, fostering friendships and functioning successfully in their natural environments as well as identify when a child needs to be referred to a behavioral health provider;
  - Work closely with the *Early Childhood Mental Health VA Advisory Board (Birth to 8)* to build, manage and sustain a cadre of Pyramid Model trainers and coaches statewide who are experts on the Pyramid Model and use of the CSEFEL and TACSEI materials;
Coordinate and manage training events including preparing materials for trainings and meetings, facilitating ongoing communication, providing information, resources and technical assistance and serving as liaison among trainers, coaches and the Early Childhood Mental Health VA Advisory Board (Birth to 8) and any funded projects.

Coordination with Virginia’s Plan for Smart Beginnings including attendance at the Early Childhood Advisory Council and Goal Group Leader meetings and co-facilitation of the Family Support and Wellness Task Force which includes oversight of Virginia’s Early Childhood Mental Health Initiative;

Identification of funding opportunities to support the continued implementation of the Early Childhood Mental Health Initiative in Virginia including coordinating meetings of the Early Childhood Mental Health Advisory Board, assisting in developing funding proposals, budgets, logic models etc.;

Coordination and management of public awareness efforts including development of an ECMH website, brochure and other documents, regular updates to key stakeholders and presentations to state and local entities on the Early Childhood Mental Health Initiative in Virginia;

Coordination every 2 years of an Early Childhood Mental Health Summit or Institute;

Collaboration with key early childhood agencies at the state and local level including:
  o The Department of Behavioral Health and Developmental Services, Office of Children and Family Services and the Virginia Children’s Mental Health System of Care including participation on the System of Care Advisory Team and Family Support Committee and attendance at DBHDS Office of Child and Family meetings and regular meetings with the System of Care Coordinator;
  o The Virginia Association for Infant Mental Health (VAIMH);
  o Participation on the Virginia Cross Sector Professional Development State Leadership (VCPD) Team to fully integrate the VCPD recommendations into early childhood mental health training efforts in Virginia; the Home Visiting Consortium, State Head Start Collaboration Advisory Committee, the State Head Start Health Advisory Committee; the Infant & Toddler Specialist Network Advisory Committee, the Tidewater CSEFEL Trainers Committee, the Tidewater Professional Development Provider Committee and others as identified or assigned;
  o Preparation of reports as needed, including reports needed for funding sources and updates on contract or performance deliverables;
  o Coordination of evaluation efforts to gather data, analyze and summarize data about early childhood mental health needs in Virginia and effectiveness of the initiative;
  o Attendance at staff meetings as scheduled;
  o Performance of other duties as assigned.