

Request for Qualifications

Release Date: July 16, 2018

Number: 18-07-05

Service Needed: Professional Consultant: Mental Health Consulting Services

About Neighborhood House

Neighborhood House is one of the oldest social service agencies in the Puget Sound region and has a long history of working with King County's immigrant, refugee and low-income communities. Our mission is to partner with diverse individuals and families to build community and achieve their goals for health, education and self-sufficiency. Last year, Neighborhood House served over 12,000 individuals of all ages through programming in the areas of early childhood education, youth development, family & social services, employment & adult education, housing stability and community health.

Scope of Work

The Mental Health Consultant provides mental health consultation, training and technical support to the staff and families of Neighborhood House's early learning programs. The programs currently serve 632 children (372 in center-based programs and 260 in home-based).

Specifically, the Mental Health Consultant will:

- Provide mental health consultation services that support the timely and effective identification of reported concerns about a child's mental and behavioral health.
- Conduct at least two classroom observations per class per school year and follow up with teachers regarding observations, concerns, and recommendations.
- Review screening results for students with emotional and behavioral concerns.
- Support teaching staff in developing effective behavior management plans and classroom interventions for children with challenging behaviors.
- Attend 12 evening parent meetings at four Neighborhood House sites each school year to offer education and consultation to parents regarding child and family mental wellness.
- Be available to provide at least two in service trainings for teaching and family support staff on issues related to child and family mental health.
- Be available to schedule time to consult with individual staff and parents on an as-needed basis during the program's school year.
- Help parents to understand community resources for parenting and mental health support for their families and provide referrals as needed.
- Available to assist program managers and other staff through reflection and coaching as needed.
- NH's early learning programs will utilize approximately 60 -80 hours per year of the mental health consultant's time.

Time Period

- Proposals due August 15, 2018
- Contracting complete September 1, 2018

Minimum Qualifications

- Licensed or certified mental health professional.
- Experience within the scope of work identified above.

- Experience with the identification and assessment of mental health concerns with families and children ages birth to five.
- Ability to provide short-term intervention services.
- Knowledge of and ability to utilize community mental health resources.
- Experience with designing and implementing (with parents and staff) program practices responsive to identified behavioral and mental health concerns of children.
- Experience in providing training and technical assistance to staff and parents on issues that promote mental wellness.
- Specific experience with human services and/or NH services.
- Ability to provide culturally appropriate and competent services to families and staff from diverse ethnic, cultural and linguistic backgrounds.
- Experience providing training and technical assistance to people with diverse literacy skills

Desired Qualifications

- Experience with immigrant and refugee communities.
- Ethnic Minority Mental Health Specialist Certification preferred.
- Experience in providing services within an Early Childhood Education Program preferred
- Bilingual capacity in English and Spanish, E. African and/or SE Asian languages

Evaluation Criteria

Submissions will be evaluated and the professional consultant selected based on the following criteria:

- Qualifications that meet or exceed the above minimum and desired qualifications.
- Experience and expertise in providing the above requested mental health services as exemplified by past projects and work experience.
- Cost of services.

Questions

- Please contact Carly Derrick at carlyd@nhwa.org

What to Include In Submissions

- Current Resume with appropriate qualifications and experience
- Range of services
- Rates: Price per hour, plus any other expenses
- Proof of Registration as counselor in the State of Washington
- Proof of Minority Mental Health Specialist Certification (if applicable)
- Proof of Current Professional Liability Insurance
- Client list

The document, including cover page, should not exceed 5 pages. Letter of support, client list and proof of certification and insurance may be attached as additional pages.

Submission Close Date

- August 15, 2018

Submission Instructions

- Email or fax submissions to Anhthu Nguyen, Accounting Lead, at anhthun@nhwa.org or (206) 461-3857, attention: Anhthu Nguyen.