

**Request for Proposals
For
Head Start/Early Head Start Mental Health Consultant**
Head Start Program
YWCA of Greater Miami-Dade
351 NW 5th St
Miami, Florida 33128

Please contact Administrative Coordinator with any questions at:
305-377-9922 ext. 204 or EcCoordinator@ywca-miami.org

Instructions

Please read the RFP and submit a proposal that addresses each area outlined below in the Response Requirements to the contact named above.

Program Description

The Early Childhood Mental Health Consultant provides mental health consultation and support to Early Head Start and Head Start staff, children, and families.

In an effort to promote the school readiness of low-income children by enhancing their cognitive, social, and emotional development, the Early Childhood Mental Health Consultant will provide services to approximately 10% of 220 Head Start Children and 10% 72 Early Head Start Children.

Duties

1. Implement program practices which promote the healthy social and emotional development of all children, including children with disabilities. This includes:
 - Utilizing an early childhood mental health consultation model that strengthens program and classroom practice, is child and family centered and is culturally appropriate.
 - Ensure that the validated screening instruments selected to assess the social, emotional and behavioral development of children ages four (4) weeks to five (5) years of age are utilized appropriately within the program.
 - Providing direct guidance to center staff on how to use the findings from the screening and assessment instruments to address the individual needs of each child utilizing multiple sources of information, including a review of all screening results and parent observations.
2. Provide clinical guidance to center staff regarding how to design and implement program practices which are responsive to the identified social, emotional and behavioral mental health concerns of an individual child or group of children utilizing Program selected approaches. Conduct general classroom observations as needed and individual classroom observations as needed with parental consent. Assist the classroom staff in implementing strategies which include the universal promotion of healthy social and emotional development for all children utilizing the recommendations from selected assessment instruments. Ensure that child mental health activities are integrated until curriculum and lesson plans.
3. Provide opportunities for parents and staff to discuss with the child mental health professional way of structuring the child's program and implementing strategies and plans which will foster development for children with atypical developments. Work in partnership with assigned social services, mental health and disabilities staff to locate appropriate providers for an individual child or family who would benefit from such services. Ensure that all referrals, follow up and ongoing efforts are documented on Program selected forms.

Schedule

Services will be provided on site at selected YWCA Head Start centers on a frequency of **5 to 25 hours per month**. Schedule will be determined by the **YWCA and Mental Health Consultant**. A regular schedule of onsite mental health consultation involves the licensed mental health professional, program staff and parents and utilizes a multi-disciplinary team planning approach to address strengths and identified areas of concern.

The maximum amount payable for services rendered under this contract should not exceed 115 hours of service for Head Start and shall not exceed 104 hours for Early Head Start.

Minimum Qualifications:

Master's degree in Social Work, Psychology, or a related field. At least three (3) years of progressively professional experience in the delivery of early childhood mental health services and have knowledge of strengths based, family centered practice in an early care setting. Must be licensed in the state of Florida as a Licensed Clinical Social Worker (LCSW), Licensed Mental Health Counselor (LMHC), Licensed Marriage and Family Therapist (LMFT), Licensed Psychologist or State Certified Child Development Specialist or an advanced registered nurse practitioner certified under Section 464.012, Florida Statutes, and who is certified by a board approved national certification. Experience with Head Start/ Early Head Start preferred. A CSEFEL Teaching Pyramid Model-Positive Behavior support certification or credential must be obtained within 90 days of agreement execution.

Response Requirements (to be included in Proposal) DEADLINE 1-30-2018

(Contact Name)

(Address, City, State, Zip)

(Phone Number)

(E-mail)

References

Please include letters and contact information from two references who can comment on your ability to provide similar services as described in this RFP.

Cost Estimate

Please submit a quote with in-kind portion reflected. The hourly rate for such services must be clearly defined in the quote.

Resume/Qualifications

Please include resume and copies of licenses, and credentials.