



Training Coordinator – School-Based Telebehavioral Health (SBTBH) Program

About the Brookline Center

The Brookline Center for Community Mental Health is a leading provider of mental health care and social services for adults and children. The Brookline Center has long played a significant role in expanding access to mental health care in the community.

Beyond our provision of high quality, affordable outpatient care, the Brookline Center creates and operates nationally recognized, innovative mental health programs through partnerships with schools, community agencies, and healthcare providers in Greater Boston, across Massachusetts and, increasingly, nationwide. In response to the ongoing crisis in mental health care access, the Center is poised for significant strategic growth in the coming years.

Learn more about our work and impact at www.brooklinecenter.org.

About SBTBH

The School-Based Telebehavioral Health (SBTBH) program is a statewide initiative focused on expanding equitable access to mental health and substance use services for youth. As the lead implementation and evaluation partner, the Brookline Center operates at the intersection of public health, education, and clinical care to build sustainable systems that improve outcomes for students across Massachusetts.

Position Overview

We are seeking a Training Coordinator to support the implementation and sustainability of the Brookline Center's MA School-Based Telebehavioral Health (SBTBH) program. This role will be responsible for developing, coordinating, and evaluating professional development and training initiatives for SBTBH partners, including school staff, behavioral health providers, social care colleagues, community-based agency employees, and other stakeholders to ensure the effective integration of telebehavioral health services in school settings.

The ideal candidate will have experience in behavioral health, education, training development, and learning management system administration, with a strong understanding of the challenges and opportunities within school-based behavioral health access programs.

Key Responsibilities

Training Development & Implementation

- Design, coordinate, and implement comprehensive training programs for school personnel, clinicians, and community partners on telebehavioral health best practices, school-provider collaboration, and trauma-informed approaches.

- Develop culturally responsive, evidence-based training materials that align with the needs of diverse student populations, including multilingual resources when necessary.
- Create onboarding and continuing education modules for behavioral health providers and school district partners delivering telehealth services in schools.
- Organize and facilitate live and virtual training sessions, webinars, and workshops tailored to different audiences (e.g., school administrators, educators, parents, and clinicians).

Program Implementation & Support

- Collaborate with school districts, behavioral health agencies, and policymakers to ensure that training aligns with state and local regulations, funding requirements, and program goals.
- Provide technical assistance and coaching to school teams and telehealth providers to ensure training translates into effective practice.
- Develop and maintain a training resource hub, including toolkits, recorded sessions, and FAQs for ongoing staff development.
- Establish and track competency benchmarks for trained participants, ensuring they are equipped to navigate telehealth platforms, privacy regulations (HIPAA & FERPA), and crisis intervention protocols.

Stakeholder Collaboration & Communication

- Serve as a liaison between schools, providers, and the SBTBH implementation team, ensuring training meets the needs of all stakeholders.
- Foster engagement and buy-in from school leadership, mental health professionals, and community partners to strengthen program adoption.
- Support the development of family and student engagement materials to promote awareness and understanding of telebehavioral health services.

Evaluation & Continuous Improvement

- Utilize qualitative and quantitative data to assess training effectiveness, gathering feedback through surveys, focus groups, and performance metrics.
- Adapt training materials based on real-world challenges and evolving best practices in school-based mental health care.
- Stay current with policy changes, funding opportunities, and emerging trends in telebehavioral health and school mental health.

Qualifications & Skills

- Bachelor's degree is preferred, focusing on Public Health, Behavioral Health, Social Work, or a related field.

- Experience in training development and facilitation, preferably in school-based behavioral health, telehealth, or integrated care settings. Knowledge of learning management systems.
- Strong knowledge of telehealth delivery models, mental health interventions, and school-based systems.
- Understanding of FERPA, HIPAA, and other compliance regulations related to student health services.
- Proficiency in learning management systems, virtual training platforms, and digital content creation.
- Excellent organizational, communication, and relationship-building skills to engage diverse stakeholders.
- Ability to analyze data and use evaluation tools to measure training impact and improve implementation.

Preferred Qualifications

- Experience in school-based behavioral health programs, clinical coordination, or education administration.
- Familiarity with third-party payor reimbursement models, telebehavioral health basics, policy advocacy, and financing structures that support telebehavioral health in schools.
- Bilingual proficiency (Spanish, Portuguese, or Chinese preferred).

Salary, Hours and Benefits:

Salary range: \$60,000–\$65,000

Placement within this range will depend on factors including the candidate's relevant experience, demonstrated skills, alignment with the role's responsibilities and internal equity. While the posted range represents our good-faith expectation of compensation for this position, the actual salary offered may fall toward the lower end of the range for individuals who are still developing skills or experience aligned with the role's full scope.

**Additional compensation for staff with bilingual/multilingual abilities used in their work at the Center.*

This is a full-time (40 hours/week) Monday – Friday, nonexempt position; hybrid requiring 2-3 days/week in office.

Benefits:

- Employer matched 403(b) Plan
- Health Insurance, Dental and Vision
- Healthcare FSA and Dependent Care FSA, and Health Savings Account
- Generous Vacation (3 weeks first year, 4 weeks 2nd year) Sick (3 weeks) and Personal Time (4 days)
- 12 Paid Holidays and 1 Floating Holiday

Equal Employment Opportunity

The Brookline Center is an equal opportunity employer, committed to workplace diversity. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.