



Our mission is to help all children reach their full potential by supporting the relationships and environments that shape early development.

Mental Health Training Program

CDI Training Program

The Child Development Institute is held in high regard by several local universities and colleges as one of the best training institutes for gaining high quality supervision and training in working with the 0-5 population and their families. At CDI, Mental Health Trainees/Associates provide relationship based early intervention focused on supporting the parent/child dyad to improve early attachment and developmental outcomes.

Application/Interview Process

CDI accepts Mental Health Trainee/Associate applicants approximately twice a year. Primarily in January and July, however these dates are subject to change due to fluctuations in clientele and staffing. Interested applicants may complete an application and upload a resume and letter of intent through our website at <https://cdikids.org/about-us/career-opportunities/>.

CDI values applicants who are experienced in working with young children (ages 0-5) and have good knowledge of early childhood development. Previous experience with children with special needs is helpful, but not mandatory. Qualities needed for this internship include; high level of interest in supporting young children and their families, understanding of the value of personal relationships and relationship-based interventions, strong communication and organizational skills, interest in working with the parent/child dyad, eager to learn and take initiative to problem solve and think creatively and possesses an overall level of maturity and professionalism.

CDI Orientation Training Program

Orientation training classes are offered twice a year. Dates are subject to change.

- January/February
- July/August

Class List:

- *Policies and Procedures*
- *Child Development Institute (CDI) Background and Philosophy*

- *CDI 101: Promotion, Prevention & Intervention: CDI's Tiered Approach to Strengthening Communities*
- *CDI Funding Sources*
- *The Development of Play, Ages 0-6 years*
- *Using a Whole-Child Approach to Understanding Challenging Behaviors*
- *DIR: Honoring Neurodiversity with a Floortime Approach*
- *Reflective Practice and Professional Boundaries*
- *Culturally Attuned Parent Coaching*
- *An Equitable Approach to Healing: Trauma Informed Care & Strengthening Families*
- *Allied Health- Speech*
- *Allied Health- Occupational Therapy*
- *Fostering Friendships: CDI Social Skills Groups*
- *Roles and Relationships*
- *Case Management*
- *Timecards/Paycom*
- *Company Equipment and Technology*
- *Early Learning Center- Overview and Tour*
- *Dr. Cloud: Intro to Electronic Health Records*
- *Who's Who and What's Next*
- *Development of Children, Birth through 6 years*
- *Individual Differences: Understanding Disorders of Early Childhood*

During orientation, Trainees/Associates observe live cases:

- 20+ hours of observations

The amount of time observing and being observed is flexible, depending on individual learning styles and the needs of a specific case.

Supervision

CDI provides Reflective Supervision to Trainees/Associates for 1 hour a week of individual supervision and 2 hours a week of group supervision (held on Fridays from 12-2pm). Additional supervision is available as needed. Videos of live sessions and/or live observations by supervisors are also required.

CDI Mental Health Supervisors have a depth of training in the following areas; Reflective Practice, Trauma Informed Care, Strengthening Families and Protective Factors, Interpersonal Neurobiology, Attachment/Early Relationships, and Maternal Mental Health.

- **Supervisors' Certifications:**
 - Infant-Family and Early Childhood Mental Health Specialist Endorsement
 - Infant-Family and Early Childhood Reflective Practice Facilitator II Endorsement

- Crisis Prevention Intervention (CPI)
- Domestic Violence Advocacy and Counseling
- Board Certified Behavior Analyst

Ongoing Training

CDI staff receive monthly In-Service Trainings and Interdisciplinary Team Meetings and Trainees/Associates receive additional training on various theories and topics related to the field; Psychodynamic and Family Systems Theory, Trauma Informed Care, Strengthening Families Model, Watch Wait Wonder Technique, DIR/Floortime Model, Parent Coaching Model as well as ongoing Reflective Practice.

Training and direct client application in the following Developmental Screeners/Mental Health Screeners:

- The Survey of Wellbeing of Young Children (SWYC)
- Modified Checklist for Autism in Toddlers (MCHAT)
- HELP Strands 0-3
- Ages and Stages Questionnaire (ASQ) & Social Emotional (ASQ-SE)

Developmental Assessments:

- Battelle Developmental Inventory
- PEDS DM: Developmental Milestones

Additional Certificate Programs Available:

- Center for Prevention and Early Intervention (CPEI) Early Start Online Professional Development Certificate
- Trauma Focused Cognitive Behavioral Therapy Certificate
- Developmental Screening Certificate
- Infant-Family and Early Childhood Mental Health Specialist Endorsement through The California Center for Infant-Family and Early Childhood Mental Health

Review Process

After the first three months of employment, new staff complete a probationary review meeting with his/her supervisors. Annual reviews occur each year from the start date of employment and are based on expected core competencies.

Commitment

The CDI internship is a 1 year (12 month) commitment. If the current CDI Trainee/Associate is interested in staying beyond the first year, he/she will need to apply for a Level Two Associate position.

Qualities needed for a Level Two Associate include; career focus of specialization in young children and family mental health, proficiency in child development and working with families using a developmental, relationship based model, excellent communication skills, excellent case management skills, team player, high interest in training members of staff and members of the

community, high interest in learning to administer developmental assessments and overall confidence in quality of work delivery.

Child Development Institute

18050 Vanowen St.
Reseda, CA 91335
818-888-4559

CDI Providence Tarzana

18411 Clark St. Suite 100
Tarzana, CA 91356
818-888-4559

www.cdikids.org · facebook.com/childdevelopmentinstitute

Mental Health Trainee/Associate

(1st Year, Level One)

Reports to: Laura Counts, Director of Clinical Programs

Responsibilities:

- Provide direct early intervention and mental health services to children, ages 0-7 and their families at CDI, in the home, in school and/or in the community for a minimum of 12 client hours, max of 30 client hrs. /wk.
- Participate in weekly supervision regarding the needs of all assigned cases, minimum two hours a week of group supervision and one hour a week of individual supervision
- Attend staff meetings, in-services and trainings
- Collaborate with other disciplines including, occupational therapy, speech therapy, educational therapy, school districts, regional centers and CDI staff. Coordinating program services with team members and other community agency representatives
- Complete case management of all assigned cases. This includes charting, report writing, managing client hours, communication with other service providers and interventionists on assigned cases
- Produce all required reporting and assessment of assigned children, such as note taking, billing and any other paperwork necessary on a weekly basis
- Identify, request, and obtain additional intervention services for assigned children as needed
- Participate in all IFSP/IPP/IEP meetings for assigned children, acting as coordinator of information between family and other members of the team
- Observe health and safety precautions in all activities
- Ensure treatment areas are clean, safe and organized before and after each session

Qualifications:

- Bachelor's or Master's degree in early childhood mental health or education related field, early childhood teaching credential, therapy licensure or certification
 - Minimum of one year experience working with toddlers and young children
 - Demonstrated ability to work in a family centered, collaborative way with parents and professionals
 - One year commitment
 - Current enrollment in graduate program or working toward licensure
- Level 1 Associates/Trainees are paid for billable client contact hours, two hours per progress report and mileage.

Physical Requirements:

Must be able to:

- Ability to bend, squat, turn and move to respond and physically interact with children ages 0-8
- Lift at least 25 pounds.
- Effectively use a computer and telephone to conduct business.
- Travel occasionally for in-home sessions during the morning, day, and/or weekend hours.

Exemption Status: Non-Exempt, Part-Time position