

DUTY STATEMENT

Employee Name:	Position Number: 581-011-7620-909
Classification: Consulting Psychologist	Tenure/Time Base: Permanent / Full-time
Working Title: Trauma Informed Trainer & Critical Incident Responder	Work Location: 1616 Capitol Ave, Sacramento, CA 95814
Collective Bargaining Unit: R19	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: Office of Policy and Planning	Branch/Section/Unit: Organizational Capacity Branch Trauma Mitigation and Response Section

All employees shall possess the general qualifications, as described in California Code of Regulations Title 2, Section 172, which include, but are not limited to integrity, honesty, dependability, thoroughness, accuracy, good judgment, initiative, resourcefulness, and the ability to work cooperatively with others.

This position requires the incumbent to maintain consistent and regular attendance; communicate effectively (orally and in writing) in dealing with the public and/or other employees; develop and maintain knowledge and skill related to specific tasks, methodologies, materials, tools, and equipment; complete assignments in a timely and efficient manner; and adhere to departmental policies and procedures.

All California Department of Public Health (CDPH) employees perform work that is of the utmost importance, where each employee is important in supporting and promoting an environment of equity, diversity, and inclusivity, essential to the delivery of the department's mission. All employees are valued and should understand that their contributions and the contributions of their team members derive from different cultures, backgrounds, and life experiences, supporting innovations in public health services and programs for California.

Competencies

The competencies required for this position are found on the classification specification for the classification noted above. Classification specifications are located on the [California Department of Human Resources' Job Descriptions webpage](#).

Job Summary

The Consulting Psychologist (CP) serves in the Trauma Mitigation and Response Section (TMRS). The Consulting Psychologist (CP) serves as the Trauma Informed Trainer & Critical Incident Responder and is responsible for the delivery of trauma-responsive and trauma-related professional development programs, trainings, evidence-based practices, and critical incident response model for the Department and its diverse workforce. This position will work with autonomy, making high-level, complex decisions that directly affect the health and mental health of CDPH employees; and will directly impact the successful implementation of a trauma-informed, trauma-aware, trauma-sensitive, trauma-responsive, and trauma-mitigating culture throughout CDPH.

This position supports the CDPH mission and strategic plan by taking a critical lead role in achieving the CDPH Strategic Priorities to become a learning and impactful organization, to become a healing

and trauma responsive organization and to develop our people by embedding a trauma-informed culture into programs, policies and practices throughout CDPH, and will support health equity through the work of the OPP TMRS.

Under the direction of the Public Health Medical Administrator I, TMRS Chief, the CP serves as an expert consultant working independently, within a team, and collaboratively with internal and external stakeholders. The CP will ensure that CDPH and OPP can provide trauma-informed, trauma-aware, trauma-sensitive, trauma mitigation, and trauma-responsive trainings, guidance, program development, and support to CDPH employees and will ensure CDPH staff successfully embed and deploy the skills and programming to assist in trauma responsive culture development.

Special Requirements

- ☒ Conflict of Interest (COI)
- ☐ Background Check and/or Fingerprinting Clearance
- ☐ Medical Clearance
- ☒ Travel, including overnight and weekend travel, up to 35% may be required.
- ☐ Bilingual: Pass a State written and/or verbal proficiency exam in
- ☒ Valid license as a psychologist issued by the California Board of Psychology

Essential Functions (including percentage of time)

- 35% Trauma Informed and Responsive Professional Development:** Provides consultation to diverse Departmental staff and stakeholders on evidence-based trauma-related practices to develop and deliver effective trauma-related professional development and critical incident response training programs. Provides expert narrative facilitation strategies that model self-regulation, presenting, and trauma-responsive engagement modeling trauma-responsive communication and engagement while guiding participants through the acquisition of new skills. Conducts research to gather current state and best practices to inform and develop program/curricula that is trauma-informed, trauma-sensitive, and trauma-responsive. Designs and delivers effective professional development and training programs that meet the needs of diverse audiences in CDPH and/or local health jurisdiction partners. Creates experiential learning environments and invites participants to actively engage with the materials, weaving unfamiliar concepts into the already familiar in a manner that models trauma-responsive engagement. Organizes training participants into small groups and guides them through difficult conversation on traumatic experiences in a psychologically safe and supportive environment. Uses expert behavioral health knowledge to develop curricula for professional development and training programs, workshops, seminars, and presentations on becoming trauma-informed, trauma-awareness, trauma-sensitive, trauma responsive, trauma mitigation, and related topics. Uses evidence-based practices and applies engaging and interactive training, facilitating, supporting and/or coaching techniques to maximize learning and participation. Delivers professional development and/or training sessions that are culturally responsive and inclusive. Articulates sensitive, complex concepts in a clear and concise manner, tailors' educational approach to meet the needs of different learners, and uses appropriate training aids and visual aids to enhance the learning experience and competency development. Conducts needs assessments and/or gathers feedback from training programs, develops training plans to address identified gaps, and evaluates the effectiveness of training programs to make recommendations for improvement. Develops and executes the train-the-trainer curricula to expand trainer capacity and grow the TMRS. Maintains knowledge of behavioral health theories, evidence-based practices, and emerging trends in the field. May need to travel to onsite work environments and locations to provide in-person consultation, deliver

professional development and/or training programs, and respond to critical incidents.

- 30% **Critical Incident Response:** Plans, evaluates, and develops a critical incident response program to provide mental health and emotional support to CDPH staff who are responders affected and/or impacted by chronic and/or acute critical incidents and/or traumatic events. Provides expert consultation to a Critical Incident Response team providing mental health and emotional support internally to CDPH staff across California, who are responders affected and/or impacted by chronic and/or acute critical incidents and/or traumatic events. Develops and implements policies and procedures for a Critical Incident Response team that provides prompt and effective mental health and emotional support to responders affected by traumatic events. Conducts ongoing assessments of the effectiveness of the Critical Incident Response program and team and makes recommendations for continuous improvement. Provides education, individual and/or team coaching and training to responders on the effects of trauma exposure and strategies for managing stress and promoting resilience. Conducts literature research to provide up-to-date and current evidence-based best practices and recommendations in the development, enhancement and implementation science of the CDPH Critical Incident Response program and team.
- 10% **Communication and Program Support:** Collaborates with internal (Director's Office, Centers/Divisions/Offices (CDOs) and other Departmental Staff) and external (Local Health Departments/Jurisdictions, consultants, contractors, federal agencies, and other institutions) stakeholders to build a cooperative network of trauma-responsive partners, including public health colleagues, healthcare providers, first responders, community-based organizations, government agencies and other public and private affiliates as appropriate. Provides consultation to internal stakeholders on trauma-responsive approaches to prolonged stresses and traumatic events within CDPH. Advises on the development and implementation of trauma-informed workplace culture and practices that incorporate equity, diversity, and inclusion principles and anti-oppression and/or anti-racism strategies. Contributes as part of the OPP team to collaborative efforts to promote organizational capacity building and transformation in support of statewide health improvement priorities.
- 10% **Health Equity, Trauma Responsive Policy and Practice Development:** Contributes to the development and implementation of trauma-informed policies and practices within the organization and among partner agencies to create a culture of psychological safety, compassion, and support for responders and their families. Interprets and uses the lens of intersectionality in the alignment of trauma responsive policies, practices, and standards with the goal to sustain positive workplace cultures. Advises CDPH CDOs on the development and implementation of trauma-informed workplace culture and practices that incorporate equity, diversity, and inclusion principles, psychological safety, and anti-racism strategies. Collaborates with the leaders from the Office of Health Equity, OPP Health Equity, and CDPH Health Equity Liaisons as well as the Directorate and other CDO leaders to align health equity and trauma responsive policies and practices.
- 10% **Continuous Improvement and Lean Leadership:** Reviews evaluation and data/reports, feedback, surveys, and other input to identify gaps in the trauma responsive program curricula and critical incident response policies and practices. Participates in continuous performance improvement initiatives and activities. Performs evaluative and research studies of program effectiveness using quantitative and qualitative data to determine adequacy of existing programs and monitor progress in meeting OPP and TMRS objectives and key results. Models and demonstrates Lean leadership qualities such as curiosity, humility, people development, compassion, communication, empowerment, and continuous improvement.

Marginal Functions (including percentage of time)

5% Performs other job-related duties as assigned.

<input type="checkbox"/> I certify this duty statement represents an accurate description of the essential functions of this position. I have discussed the duties and have provided a copy of this duty statement to the employee named above.		<input type="checkbox"/> I have read and understand the duties and requirements listed above and am able to perform these duties with or without reasonable accommodation. (If you believe reasonable accommodation may be necessary, or if unsure of a need for reasonable accommodation, inform the hiring supervisor.)	
Supervisor's Name:		Employee's Name:	
Supervisor's Signature	Date	Employee's Signature	Date

HRD Use Only:

Approved By: L.T.

Date: Jul 2025