



## MOMENTUM Employer Experience Guide

Thank you for considering **The MOMENTUM Residency** program as a potential partner for your school or community-based organization (CBO). This guide outlines the key steps and resources you'll need to navigate the application, interview, matching, and onboarding process, along with continue

d support throughout the residency.

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### Program Overview

**The MOMENTUM Residency** provides a unique opportunity for early-career mental health professionals to gain employment in a K-12 DC public school while gaining the capacity building and support that supports their skill building and commitment to sustaining in this work. Over the course of a two-year residency, participants will receive a comprehensive professional development experience while contributing to the mental health and well-being of students, especially those from historically disenfranchised and under-resourced communities.

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### Key Timeline for Employers

**November 15, 2024 (Soft Launch) – March 3, 2025:** Application Open for School/CBO Placement Sites

**March 4–7, 2025: Employer** Application Review Window

**March 10, 2025:** Employer Applicant Decision Shared

**March 10–14, 2025:** Employer Interview Scheduling Window

**March 17–28, 2025:** Employer Interview Window

**April 4th, 2025:** Employer Decision Announcement

**April 10, 2025 or April 11, 2025:** Mandatory Matching Webinar for Employers

**April 21–May 23, 2025:** Matching Process for Finalists and Schools

**May 30, 2025:** Final Placements Announced

### Key Timeline for Employers with Existing Employees Interested in MOMENTUM

**June 2–13, 2025:** Existing Employee Application Window

**June 16–18, 2025:** Existing Employee Application Review Window

**June 19–20, 2025:** Existing Employee Application Decision Announcement & Interview Scheduling Window

**June 23–25, 2025:** Existing Employee Interview Window

**June 27, 2025:** Final Decision Announced



## Eligibility to Apply

Before proceeding with your application, ensure your school or CBO meets the following eligibility criteria to participate in the program:

### Eligibility Checker

#### 1. Type of Applicant

- School
- Community-Based Organization (CBO)
- School with a CBO Vacancy

#### 2. Mental Health Position

- Do you have a mental health position or counselor position you want to fill?
- Do you have an existing school mental health practitioner who would benefit from more support and professional development to improve capacity and increase likelihood of retention?
- Have you submitted your anticipated job description to [info@momentumresidency.com](mailto:info@momentumresidency.com)?

#### 3. Financial Commitment

- Can you offer a salary of \$70,000 plus benefits to residents placed at your school for two years?
- Can you commit to allowing residents to spend 10-15% of their time annually in residency training, including a reduced workload?
- Are you able to ensure sufficient office space for the resident to perform their job duties?

#### 4. Program Cost Commitment

- Can you commit to the cost of MOMENTUM for a two-year period?
  - Full Program Cost: \$15,000 per resident per year
  - Adjusted Cost (no individual clinical supervision): \$11,000 per resident per year

#### 5. For CBO Applicants

- Please list your school partners that would be able to host a candidate, even if no current vacancy exists.



## Employer Interview Process Overview

As part of the interview process, you will engage with potential residents to ensure that they align with both MOMENTUM's program objectives and the specific needs of your school or community-based organization (CBO). This conversation is an opportunity for both you and the resident to explore fit and expectations.

The interview will focus on several key areas, including:

### Integration of Mental Health Practitioners

You will discuss how mental health practitioners are integrated into your school community and the support in place to ensure they are seen as valuable team members.

### Investment in Clinician Retention

Conversations will address your school's strategies for retaining mental health staff, including professional development, wellness initiatives, and how feedback from clinicians is handled and acted upon.

### Support for Early Career Clinicians and Engagement with MOMENTUM

You will explore how your school supports early-career clinicians, and how MOMENTUM can complement and enhance your current support systems to foster professional growth and a safe learning environment.

### On-Site Employment Supervision

Discuss the designated supervisor for the resident, their role in providing mentorship, guidance, and regular feedback, and how they balance accountability with professional development for new clinicians.

### Equitable Access to Mental Health Services

The conversation will touch on your school's commitment to providing equitable access to mental health services, and how you use data to inform decisions that enhance service delivery.

### Alignment with MOMENTUM's Long-Term Goals

Finally, you will have an opportunity to discuss how the resident aligns with your school's broader mental health goals, as well as how success is measured for mental health practitioners in your setting.

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## Matching Process

Once you've reviewed finalist profiles and conducted interviews, the matching process begins. Here's what to expect:

**Finalist Profile Sharing:** You'll receive profiles of finalists who have ranked your school as one of their top choices.

**Interviewing Finalists:** Conduct interviews with finalists to assess fit and alignment with your needs and program objectives.



**Matching Process:** Following interviews, MOMENTUM will facilitate the matching process based on rankings submitted by both you and the finalists.

**Announcing Matches:** The final placements will be announced on May 30, 2025.

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## Onboarding Process

Once a match is confirmed, we'll provide the following resources and support:

**Employer Guide:** A comprehensive guide to help you integrate and support your resident.

**Kickoff Meeting:** A meeting to discuss the goals, expectations, and logistics of the residency.

**Placement Introduction:** Introduction of the resident to your school and community team.

**Resident Agreement & Momentum Contract:** Both documents will outline roles, responsibilities, and the two-year commitment for the residency.

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## Ongoing Support

Throughout the residency, MOMENTUM will provide:

**Fall and Spring Check-ins:** MOMENTUM will conduct one check-in each fall and spring to assess resident progress and provide support to school sites and employers as needed.

**Resource Library:** Access to a library of tools and resources to support your mental health programming and the resident's development.

**Additional Resources as Needed:** Ongoing support as your school or CBO navigates challenges related to the residency and mental health services.

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## End of Residency Ceremony

At the end of the two-year residency, MOMENTUM will host a **Ceremony** to celebrate the completion of the program. Your school or CBO will be invited to attend this event to acknowledge the contributions of the residents and commemorate their professional growth.

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## Conclusion

The MOMENTUM Residency program is designed to provide meaningful experiences for both the residents and their school or CBO placement site. By partnering with MOMENTUM, you're helping to build a stronger mental health workforce in K-12 education while enhancing your school's ability to provide essential services to students in need. We look forward to working with you and supporting your commitment to student mental health and well-being.

For any questions, please contact [info@momentumresidency.com](mailto:info@momentumresidency.com).