
Position:	Lead Psychologist	FLSA:	Exempt
Department/Site:	Special Education & Psychological Services		
Reports to:	Administrator, SELPA & Psychological Services	Salary Schedule:	Certificated Admin.Management

SUMMARY

The Lead Psychologist is responsible for the implementation, coordination, oversight, and supervision of a comprehensive, school-based, psychological services delivery model within the Clovis Unified School District.

DISTINGUISHING CAREER FEATURES

The Lead Psychologist will lead a team of school psychologists in delivering a wide array of services to the Clovis Unified School District community.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Maintains an accurate and effective working knowledge of the requirements of the Individuals with Disabilities Education Improvement Act (IDEA), Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA), other applicable federal and state disability laws and their implementing regulations as they relate to school psychology.
- Stays current in new research, methodologies, and technology related to area of expertise and special education law.
- Monitors and ensures that School Psychologist staff are adhering to District, State, and Federal guidelines; Implements Child Find Services
- Maintains an accurate and effective working knowledge of, and promotes the utilization of, the District programs designed to support student wellness (ie. MTSS, ASIST, PBIS, CPI, etc.)
- Develops, implements, coordinates, supervises, and evaluates District programs and services utilized in a comprehensive school psychological service model to support the social/emotional/behavioral needs of all students.
- Provides consultation and professional support to School Psychologist staff; Reviews cases, psychological-educational reports, and behavior plans completed by District School Psychologists. Monitors and assists in developing and reviewing IEP's as needed.
- Plans, coordinates, and facilitates meetings with School Psychologist staff.
- Develops and implements ongoing staff development training in accordance with state and federal guidelines and LEA goals.
- Participates in District meetings and committees (ie. SARB, Expulsion Hearings, Threat Assessments, Manifestation Determination Reviews) and provides guidance to school teams as needed.

- Promotes, coordinates, and disseminates communication between staff, teachers, students and community as appropriate.
- Provides input for budget and monitors expenditures in area of expertise.
- Facilitates and coordinates the planning and ordering of psychological test materials, equipment, and/or other resources required to fulfill the responsibilities of the School Psychologist position.
- Monitors and maintains school and program staffing assignments to ensure an appropriate level of service to meet student, staff, and school community needs.
- Recruit, select, and recommend for hiring eligible school psychology candidates.
- Participate in evaluation of school psychology personnel. Develop improvement plans, memos of concern, and letters of reprimand when necessary.
- Serves as a district liaison to community agencies regarding the provision of psychological and mental health services to school-aged individuals and their families.
- Exercises independent judgment and discretion in providing technical and program support;
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge and Skills:

Abilities:

- Plan, develop, implement, and evaluate programs
- Communicate effectively in both oral and written form
- Effectively transmit knowledge and skills to others
- Plan, develop, and conduct meetings and training programs
- Develop measurable goals and objectives, set priorities, and monitor expenditures
- Establish and maintain effective working relationships with colleagues, teachers, staff, administrators, students, families, community agencies, and others
- Make presentations to various audiences
- Effectively address the inherent challenges in working in a fast-paced environment
- Work collaboratively as an interdisciplinary team member
- Excellent time management skills
- Knowledge, understanding, and capacity for effective leadership

Education and Experience:

Requires a graduate degree in education, degree in school psychology is preferred
 Minimum of 5 years of successful practice as a school psychologist
 Doctorate degree in a related field is preferred.

Licenses and Certificates:

Requires a valid California Pupil Personnel Services (PPS) Credential – School Psychology
 Nationally Certified School Psychologist (NCSP) is preferred.