

CLOVIS UNIFIED SCHOOL DISTRICT

Position: Lead Psychologist

Salary Grade: Appropriate Placement

Salary Schedule: Certificated Administrative Management

Department: Curriculum, Instruction & Accountability/Instructional Services

Reports to/Evaluated by: Assistant Superintendent, CI&A/ Instructional Services

FLSA: Exempt

SUMMARY

The Lead Psychologist is responsible for the collaboration, coordination, mentoring, and supervision of the comprehensive wellness team and/or school psychologists within the Clovis Unified School District.

DISTINGUISHING CAREER FEATURES

The Lead Psychologist will lead a team of school psychologists and/or comprehensive wellness team 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, technology related to area of expertise, special education law, and social emotional wellness and comprehensive wellness team.
- Monitors and ensures that School Psychologists and/or comprehensive wellness team 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 (i.e.. MTSS, ASIST, PBIS, CSI, BCT, 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 and/or comprehensive wellness team.
- Plans, coordinates, and facilitates meetings with School Psychologist staff and/or comprehensive wellness team.
- Develops and implements ongoing staff development training in accordance with state and federal guidelines and LEA goals and/or social emotional wellness.

- Participates in District meetings and committees (i.e., SARB, Promotion/Retention, Expulsion Hearings, Threat Assessments, Manifestation Determination Reviews, District Wellness Initiatives) 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.
- Monitors and maintains designated staffing assignments to ensure an appropriate level of service to meet student, staff, and school community needs.
- Recruits, selects, and recommends for hiring candidates for designated positions.
- Participates in evaluation of the comprehensive wellness team personnel.
- Develops 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 of:
 - Planning, developing, implementing, and evaluating programs.
 - Effective communication in both oral and written form.
 - Effectively transmitting knowledge and skills to others.
 - Planning, developing, and conducting meetings and training programs.
 - Developing measurable goals and objectives, setting priorities, and monitoring expenditures.
 - Establishing and maintaining effective working relationships with colleagues, teachers, staff, administrators, students, families, community agencies, and others.
 - Making presentations to various audiences.
 - Effectively addressing the inherent challenges in working in a fast-paced environment.
 - Working collaboratively as an interdisciplinary team member.
 - Excellent time management skills.
 - Knowledge, understanding, and capacity for effective leadership.
- Ability to:

- 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.
- Demonstrate excellent time management skills.
- Possess knowledge, understanding, and capacity for effective leadership.
- Education and Experience: Requires a graduate degree in education, with a degree in school psychology preferred. A minimum of 5 years of successful practice as a school psychologist is required, and a Doctorate degree in a related field is preferred.
- Working Conditions: Not specified in the provided text.
- Licenses and Certificates: Requires a valid California Pupil Personnel Services (PPS) Credential – School Psychology. Nationally Certified School Psychologist (NCSP) is preferred. An Administrative credential is also preferred.