

Director I, Psychological Services

Position Details

Job Code: U7100

Reference Code: A181

Division/Unit: Student Services

Classification: Licensed Administrator

Terms of Employment: [Step 42 of the Unified Administrative Salary Schedule, 12 Months](#)

FLSA STATUS: EXEMPT

Position Summary

This position serves to assist in the planning, organizing, coordinating, implementing, and evaluating of psychological services for schools and programs across the Clark County School District (CCSD). The director will also provide systems-level expertise associated with general and special education procedures, as aligned with the CCSD Multi-Tiered System of Supports (MTSS) Framework, and serve as a consultant to administrators within the Student Services Division (SSD), schools, and other CCSD divisions and departments. The person selected for this position will report to the Director III of Psychological Services, SSD.

Essential Duties and Responsibilities

The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Assists in the planning, organizing, and coordinating of CCSD programs for psychological services, including making direct staffing assignments for schools and programs within a designated region team.
2. Assists in the direct monitoring and evaluation of the delivery of psychological services, including providing ongoing consultative support to school psychologists and school teams related to problem-solving, and assists with the development of department annual reports related to student needs and services

- delivery when requested.
3. Assists in the planning and implementation of regular staff meetings and professional learning activities for all psychologists and psychological services assistants within a designated region team, as aligned with best practices associated with special education and MTSS.
 4. Plans and provides orientation, training, and mentoring for school psychologists and interns new to CCSD.
 5. Consistently acts as a consultant to school psychologists, school-based members of special education teams in designated regions, and school and central office administrators related to systems-level improvement and student-level problem-solving.
 6. Participates with central office and school administrators as well as community groups, when possible, in planning psycho-educational services for children.
 7. Demonstrates an in-depth understanding of special education requirements and best practices associated with assessment and evaluation, as derived from the Individuals with Disabilities Education Act (IDEA), the Nevada Administrative Code (NAC), and SSD policies and procedures, as prescribed.
 8. Provides formative and summative supervision and evaluation with licensed school psychologists and psychological services assistant support professional positions within a designated region team.
 9. Actively supports implementation of CCSD's MTSS Framework including, but not limited to, Response to Instruction and Intervention (RTI²) practices, school-wide Positive Behavioral Interventions and Supports (PBIS) practices, development and support for school-based collaborative problem-solving teams, monitoring disproportionality in special education, use of balanced assessment practices and curriculum-based measures for identifying student needs and monitoring student progress, and use of RTI² assessment procedures for students with suspected learning disabilities, as requested.
 10. Performs other duties related to the position, as assigned.
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Position Expectations

1. Develop and demonstrate a thorough working knowledge of CCSD's special education policies, procedures, practices, programs, and laws.
2. Develop and demonstrate a thorough working knowledge of federal, state, and local mandates including, but not limited to the IDEA, Public Law (PL) 108-446; the NAC; Section 504 of the Rehabilitation Act; Family Education Rights and Privacy Act (FERPA); etc.
3. Develop and demonstrate a thorough working knowledge of CCSD's MTSS

- framework including (RTI²), PBIS, and mental health components.
4. Demonstrate the ability to effectively communicate and collaborate with diverse individuals and groups, including routinely building and maintaining the cooperation of people.
 5. Consistently model and support collaborative problem-solving practices.
 6. Exhibit personal appearance and manner appropriate to the profession.
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Position Requirements

Education and Training

An earned master's degree and/or educational specialist degree from an accredited college or university.

Licenses and Certifications

1. Hold or be able to acquire, by time of appointment to the position, a Nevada administrative endorsement, as appropriate.
2. Hold or be able to acquire, by time of appointment to the position, a K-12 School Psychologist endorsement issued by the Nevada Department of Education (NDE).
3. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada.

Experience

1. Have previously demonstrated five (5) years of successful experience as a licensed school psychologist in an accredited K-12 public or private school; and, be able to acquire, by time of appointment, appropriate Nevada program administrative endorsement; or,
Have previously demonstrated at least three (3) years of successful experience as a licensed school psychologist in an accredited K-12 public or private school; and, currently hold a valid Nevada program administrative endorsement.
2. Experience in working with parents/guardians, school and administrative personnel, and representatives of community organizations, or agencies.
3. Possess organizational ability and effective communication skills.
4. Ability to successfully complete a writing sample at the time of interview.
5. Successful performance in the position held at the time of application.

Preferred Qualifications

None specified.

When applying for an administrative position, candidates must meet the minimum qualifications as listed on the appropriate position vacancy announcement.

AA/EOE Statement

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

Job Revision Information

- Revised: 05/30/24
- Created: 11/15/08