

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

LEAD PSYCHOLOGIST

DEFINITION

Under the supervision of Special Education administrators, the Lead Psychologist will perform a variety of duties including providing direct services to students and assisting with coordination of staff activities.

EXAMPLES OF DUTIES

- Provide mentoring and support for colleagues at IEP meetings, staffings, assessment planning, etc.
- Attend weekly special education administrative staff meetings.
- Conduct and maintain an inventory of protocols, computers, printers, test materials.
- Coordinate ordering of testing and assessment materials, equipment, and other resources authorized by administrative staff.
- Collaborate with district administrators to prepare agendas, packets, and other components for staff meetings.
- Participate in interviews for new employees.
- Provide input to administrators regarding the scheduling and assignments of staff.
- Provide/facilitate parent training through Community Advisory Council, Making Connections, Special Education Liaison Families, and Parent Support Network.
- Work with Special Education administrators and Staff Development to develop and implement appropriate training.
- Facilitate the development of relevant study/focus groups (eg: evidenced based practice; response to intervention; alternative delivery models; legally defensible assessment reports; and IEPs.)
- Perform related duties as assigned.

QUALIFICATIONS

- Employed at least 2 years in CUSD
- Five years experience as a psychologist preferred

RATE OF PAY

The Lead Psychologist stipend will be paid on the co-curricular salary schedule as designated.