

**BRIEF DESCRIPTION OF POSITION:**

Under the direction of the Director Student Support Services the Coordinator Student Interventions implements programs and services in support of district-wide intervention, prevention, and wellness efforts for the District to ensure student mental health and wellness and to close the achievement gap. Provides oversight and support for site program specialists – student interventions and the District’s Alternative to Suspension Program. Supports site administrators, counselors, teachers, and staff to implement tiered interventions through Multi-Tiered Systems of Support (MTSS) for all students with a particular focus on the mental health and wellness of English Learners, Low Income Students, Foster Youth, McKinney-Vento Youth, and unaccompanied youth.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

*The following is a list of duties that are representative of the position and include but are not limited to:*

- a. Develops, implements, monitors and evaluates intervention, prevention, and wellness efforts to promote student success and close the achievement gap through site based Multi-Tiered Systems of Support (MTSS) *E*
- b. Serves as Coordinator for the District’s 504 Accommodation Plans. *E*
- c. Serves as a liaison to VCOE for the District’s Foster Youth & Homeless Youth services. *E*
- d. Collaborates with site staff, public agencies, and community based organizations to connect students and families in need of additional support to appropriate resources and services. *E*
- e. Plans and implements services and programs that address attendance/truancy issues. *E*
- f. Ensures compliance with applicable state and federal regulations, policies, and programs, as well as Board Goals and District policies. *E*
- g. Provides oversight for the District’s Alternative to Suspension Program *E*
- h. Implements programs to improve student retention including, but not limited to: dropout recovery efforts, academic intervention, drug/alcohol education, socio-emotional services, mental health services, and anger management. *E*
- i. Participates as necessary in Individualized Education Program (IEP) Meetings.
- j. Facilitates MTSS Meetings, Student Study Team Meetings, and Student Attendance Review Team/ Student Attendance Review Board Meetings as appropriate.
- k. Collaborates with school sites, community organizations and public agencies to coordinate Mental Health services and substance abuse prevention programs. *E*
- l. Prepares and delivers reports, recommendations, and presentations to the Board, staff, parents, regarding intervention, prevention, and wellness efforts to promote student success. *E*
- m. Ensures student and family privacy per state and federal law in respect to wellness efforts, Mental Health issues, and other services provided or facilitated by the District. *E*
- n. Coordinates other means of correction programs, works with sites on suspensions, expulsions, and related procedures as well as student return from juvenile facilities, expulsion placements, charter schools, and home schools. *E*
- o. Performs other duties as assigned. *E*

**REQUIREMENTS:**

**WORK YEAR:** Certificated Management Work Year; 203 days

**CREDENTIAL:** Current valid Teaching or Pupil Personnel Services Credential or other Support Services Credential; and Current Administrative Credential

**EDUCATION:** Master's degree in education or related field from an accredited college or university (preferred)

**EXPERIENCE:** Three years successful experience as a certificated teacher or counselor or in other certificated support credential service (required);  
Successful experience as a school site administrator (preferred);  
Extensive experience working with diverse student populations;  
Extensive experience with intervention programs for students (preferred);  
Experience collaborating with county and community agencies (preferred)

**OTHER:** Bilingual in Spanish (strongly preferred)  
Knowledge of Mixteco, Tagalog, and other world languages (preferred)

**SALARY:** Certificated Management Salary Schedule

**BENEFITS:** Medical (employee contribution), 100% dental, vision and life insurance +  
Car Allowance + Doctoral Stipend (for a verified earned doctorate)