

SEDALIA SCHOOL DISTRICT #200

Job Title: Mental Health Services Supervisor

Job Overview

- Mental Health Services Supervisor Salary Schedule
- Employed for a period of 188 days as set in the annual calendar
- Reviewed annually with recommendation for re-employment by April 15
- Reports to Assistant Superintendent

Qualifications

- School Psychologist Certification by the State of Missouri or
- Mental Health Practitioner License by the State of Missouri
- Understanding of the role of school psychologist and the public school's relationship to the community and the people served
- Knowledge of the special education process requirements
- Capacity to make thoughtful decisions based on facts, knowledge, and insight, and the courage to stand by the results
- Ability to communicate effectively with individuals, small and large groups, by correspondence or oral expression
- Ability to organize and plan effectively
- Possess an ethical and professional attitude toward colleagues and the policies of the district

Other Working Conditions

- Employed in March with contract effective July 1
- Vacations, leave policies, and fringe benefits as stated in Board policies
- Spend the necessary time required to fulfill the duties of the position
- Be a member and participant in the activities of professional organizations vital to the development of professional excellence
- Opportunity to continue professional preparation with the prior approval of Administration
- Opportunity to attend professional meetings at district expense
- Work cooperatively with administration and staff throughout the district

Responsibilities and Duties

- Possess a thorough understanding of, and an ability to relate to, youth
- Capacity to accept criticism calmly and with dignity, and without adopting a defensive attitude
- Work cooperatively with building special education process coordinators to provide the following intervention services
- Recommendation for prescriptive teaching
- Recommendations for classroom behavior management
- Recommendations for behavior management in the home
- Referral to other appropriate professionals and/or agencies
- Conduct individual psychodiagnostic assessment of students referred for special education testing who are identified with or suspected of having dysfunctional conditions in the emotional, social, physical, and behavioral realms that interfere with learning and development
- Conduct group and individual counseling for students identified with emotional disturbances
- Aid in the development of appropriate IEP goals/objectives for special education students

- Aid in the assessment of students referred for screening and/or evaluation in the Early Childhood Special Education Program
- Monitor/consult with school health nurse regarding health-related issues reflecting student achievement
- Provide outreach, referral, and assistance to MoHealthNet eligible and potentially eligible children and their families
- Attend regular and special meetings as required by the administration
- Work cooperatively with the directors, district coordinators, and administrators in the supervision and coordination of the respective programs
- Perform such other tasks and assume such other responsibilities as may from time to time be assigned by the administration

DISCLAIMER

- This job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job. Other duties will be required to be performed as assigned by district administration.