

POSITION:	Director of Student Services
POSITION SUMMARY:	Directs the planning, implementation, monitoring, and continuous improvement of all aspects of Student Services in the district. Responsibilities include: student mental health and counseling, social and emotional learning, behavior and discipline procedures, and alternative education services.
QUALIFICATIONS/ REQUIREMENTS:	<ul style="list-style-type: none"> ➤ Kentucky Department of Education certification for principal or supervisor of instruction. ➤ Minimum of three (3) years administrative experience in education.
REPORTS TO:	Assistant Superintendent of Instruction
SUPERVISES:	School Based Therapists
PERFORMANCE RESPONSIBILITIES:	<ul style="list-style-type: none"> ➤ Provide leadership and vision to ensure excellence in matters related to student discipline, alternative education, mental health and counseling, and related interventions for students ➤ Analyze a wide variety of data to determine the needs of students across the district ➤ Collaborates with district staff, families, and the community in developing and implementing services and/or programs ➤ Contribute to the planning and implementation of the district MTSS (Multi-Tiered System of Support) and Equity Plans ➤ Provide professional learning on strategies and supports for student social and emotional well-being to build positive culture and climates in schools ➤ Provide support for effective Alternative Education Programs ➤ Develop and deliver training programs related to positive student discipline, to be delivered annually prior to the start of each school year to all staff within the District ➤ Develop and conduct a comprehensive annual PBIS training for School Resource Officers (SRO)

	<ul style="list-style-type: none"> ➤ Serve as District contact for Kentucky Educational Collaborative For State Agency Children (KECSAC) and Title I Part D ➤ Complete reporting for Title I Part D, DJJ, KECSAC and Bullying (etc.) ➤ Coordinate placements for School Based Therapists ➤ Facilitate mental health contracts ➤ Attend Juvenile and Drug Court ➤ Oversee transitions of students between traditional and alternative programs ➤ Oversee student intakes for Alternative School and Day Treatment ➤ Attend training as required by this position ➤ Perform additional duties/tasks and assume additional responsibilities as needed or assigned by the Superintendent or direct supervisor
TERMS OF EMPLOYMENT:	Employment for 238 days, with salary to be determined by the adopted teacher and administrative salary schedule of the Christian County Board of Education.
EVALUATION:	Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Certified Personnel. Evaluations will be conducted by the Assistant Superintendent of Instruction.

Board Approval: