

DIRECTOR OF LEARNING SUPPORT SERVICES 2020-21 SCHOOL YEAR

FLSA Status	Exempt
Work Calendar	260
Salary	Commensurate with education and experience
Location	Central Office
Reports To	Assistant Superintendent for Learning

Primary Objective: To coordinate student services and the support system established to aid every student in achieving academic and personal success.

Essential Functions:

- Directs the planning, development, organization, management, and implementation of the following areas:
 - Alternative Education
 - Student Attendance and Records
 - Student Enrollment and Residency
 - Homeless and Foster Care Coordinator
 - Student Discipline
 - Voluntary Student Transfer Program
 - School Guidance and Social Work Services (Counselors and Social Workers)
 - Student Social Emotional Services
 - School Health Services (Nurses)
 - Section 504 Procedures
 - Special Education (SSD Liaison)
 - ELL Services and Programming
 - K-12 Summer School
- Assures compliance with laws, codes, and regulations related to student services.
- Title IX Officer
- Performs all other duties as assigned.

Qualifications:

- Doctorate encouraged
- Master's degree required
- Missouri administrative certification required
- Experience implementing programs related to trauma-informed care, restorative practices, and educational equity preferred.
- Experience in one or more areas of student services preferred
- Three or more years of successful administrative experience preferred