

## Job Description

|                   |                             |
|-------------------|-----------------------------|
| Job Title         | Student Services Consultant |
| Job ID            | 35152                       |
| Location          | Tampa, FL                   |
| Full/Part Time    | Full-Time                   |
| Regular/Temporary | Regular                     |

[Return to Previous Page](#)[Switch to Internal View](#)

### Position Details

**Dept Number/Name:** 0-1775-000 / Institute for School-Community Partnerships, Integrative Services, and Child Mental Health and Educational Policy

**College Division:** Acad Affairs-Coll of Education

**Salary Plan:** Administrative

**Job Code/Title:** 9506 / Program Planner\_Analyst

**Hiring Salary/Salary Range:** \$70,000 - \$80,000

**Position Number:** 00043191

**Position Location:** Tallahassee, FL

#### ORGANIZATIONAL SUMMARY:

The Institute for School-Community Partnerships, Integrative Services, and Child Mental Health and Educational Policy (ISCP), which is part of the College of Education, envisions that all schools in the state of Florida and nationally will have the capacity to provide a safe, effective, and efficient environment to continuously improve the academic, social, and emotional growth of all students and to actively engage families and communities in education. The ISCP's nearly \$23 million budget is derived from grants from federal, state, and private sources. It is the mission of the ISCP to implement and evaluate research-based and innovative practices in school and community settings. This is accomplished through (a) training, technical assistance, and support to key partners; (b) community-engaged research and program evaluation to inform key partners' decision making; (c) the development of research and evidence-based documents, tools, and resources to support implementation and evaluation activities; and (d) supporting the infrastructure and capacity of key partners to implement and evaluate federal and state educational policy.

#### POSITION SUMMARY:

The Student Services Consultant will collaborate with School Counseling, School Psychology, School Social Work, School Nursing, and Medicaid Consultants as part of the Student Support Services Project. The Student Support Services Project is physically located in the FDOE in Tallahassee, Florida. The Student Services Consultant is responsible for collaborating, communicating, disseminating information, and providing leadership to school districts, other discretionary projects and the FDOE regarding effective school mental health practices and programs. The consultant will provide strong leadership in promoting the implementation and delivery of effective school mental health practices and services, and in utilizing an integrated student support services model within a multi-tiered system of supports.

#### SPECIAL REQUIREMENTS:

Off campus, position is located in Tallahassee.

#### RESPONSIBILITIES:

Provides guidance, support, training, and technical assistance (face-to-face, phone, and written) to Florida school district personnel focused on the implementation of effective instruction and intervention processes and practices; strategies for providing school-based mental health prevention and intervention services; and elementary school progression, statewide assessment requirements, acceleration programs, and student educational records.

Develops and disseminates technical guidance and professional development materials; organizes and facilitates regional trainings and technical assistance sessions to school and district personnel; and provides technical assistance to school district personnel on implementation of integrated student services practices. Promotes best practices in the professional delivery of school counseling services, including the use of an integrated student services model that emphasizes evidence-based instruction and interventions within a multi-tiered system of supports.

Collaborates with other state consultants (School Psychology, School Nurse, School Social Work, and Positive Behavior Support) to develop training, technical assistance, and products designed to promote an integrated approach to research-based practices for student services personnel in Florida.

Serves as liaison and provides technical assistance to the FDOE, other state and community departments and agencies, professional associations, and university training programs. Provides guidance regarding the role of student services personnel in providing comprehensive services in Florida school districts; best practices in providing services to students at-risk for academic, behavioral, social-emotional, and physical health problems; and facilitating linkages between school districts and other agencies that serve students at-risk.

Conducts analyses of proposed legislation and assists in the development and implementation of State Board of Education rules. Bill analyses occur approximately within the two months prior to and throughout the annual Florida legislative session.

Performs other duties as assigned.

**POSITION QUALIFICATIONS:**

**MINIMUM:**

This position requires a Bachelor's degree in a field directly related to the program responsibilities and two years of professional experience; or Master's degree in an area of specialization appropriate for the program.

**PREFERRED:**

Experience in a leadership role in student services. Experience with the delivery of comprehensive school mental health services within a Multi-Tiered System of Supports (MTSS). Experience and knowledge related to providing effective school-based mental health services. Experience developing and implementing professional development for student services professions, instructional staff, and educational leaders (school, district, state, university partners).

**USF Tampa**

**Information for Applicants**

This position is subject to a Level 1 criminal background check.

**Job Opening Number: 35152**

**Posting Date: 09/19/2023**

**Posting End Date: 12/21/2023**

**How To Apply**

Click on the **Apply Now** button. When applying to an opening you will have the opportunity to upload a cover letter and resume.

Apply online by completing the required information and attaching your cover letter and resume. Please include your experience as it relates to the qualifications stated above. YOUR COVER LETTER AND RESUME, PLUS ANY OTHER REQUESTED MATERIAL, MUST BE IN ONE ATTACHMENT. Only online applications are accepted for this position.

Click [here](#) for additional tutorial information.

**Equal Employment Opportunity**

USF is an equal opportunity, equal access academic institution that embraces diversity in the workplace.

The University of South Florida does not discriminate on the basis of sex and prohibits sexual harassment. Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator. Reports may be made at any time either [online](#) or directly to the University's Title IX Coordinator.

**Federal Rights**

Applicants have rights under Federal Employment Laws: [Family and Medical Leave Act \(FMLA\)](#), [Equal Employment Opportunity \(EEO\)](#) and [Employee Polygraph Protection Act \(EPPA\)](#).

**Work Location**

Tallahassee, FL

**About USF**

The University of South Florida is a high-impact global research university dedicated to student success. Over the past 10 years, no other public university in the country has risen faster in U.S. News and World Report's national university rankings than USF. Serving more than 50,000 students on campuses in Tampa, St. Petersburg and Sarasota-Manatee, USF is designated as a Preeminent State Research University by the Florida Board of Governors, placing it in the most elite category among the state's 12 public universities. USF is a member of the American Athletic Conference.

**Working at USF**

With more than 16,000 employees at USF, the University of South Florida is one of the largest employers in the Tampa Bay region. At USF you will find opportunities to excel in a rich academic environment that fosters the development and advancement of our employees. We believe in creating a talented, engaged and driven workforce through on-going development and career opportunities. We also offer a first class benefit package that includes medical, dental and life insurance plans, retirement plan options, tuition program and generous leave programs and more.

To learn more about working at USF please visit: [Work Here. Learn Here. Grow Here.](#)

**Connect with us:**





---

[Return to Previous Page](#)

[Switch to Internal View](#)

---