



California Department of Education
EDUCATION-DIAGNOSTIC CENTER NORTHERN CALIFORNIA
39100 Gallaudet Drive, Fremont, California 94538

Title: ASSISTANT DIRECTOR, DIAGNOSTIC CENTER

CALIFORNIA DEPARTMENT OF EDUCATION, **Diagnostic Center, Northern California (Fremont)** has an opening for Assistant Director. The position requires a California Administrative Services or other Supervisory Credential. The Assistant Director provides direct and programmatic supervision of transdisciplinary teams of specialists, including a Developmental Pediatrician, Speech/Language Pathologists, Education Specialists, School Psychologists, and a Clinical Psychologist, as they perform both assessments of students with special needs and staff development programs for LEA staff. Manages referral review process. Oversees scheduling and planning for assessment and training programs. Develops quality control measures for all assessment and training programs. Plans staff development activities. Assists with recruiting, hiring and training plans for Diagnostic Center specialists. Serves as the lead in development and implementation of the DCNC technology plan for service delivery and provides direct supervision of the technology team.

Minimum Qualifications

- Outstanding skills and experience in all aspects of the student assessment process from a multi-disciplinary team perspective for students with a variety of handicapping conditions. Exceptional written and oral communication skills.
- Possession of a California Administrative Services or other appropriate Supervision credential.
- Possession of a Master's degree in Special Education or a related field
- Knowledge of California and federal laws governing special education programs and services.
- Willingness and availability to travel to LEAs throughout California

Desired Characteristics

- Minimum of two years of experience supervising professional staff and programs related to special education
- Outstanding skills as a team leader with experience developing short and long term agency or team goals and evaluation of progress towards them.
- Exceptional team building skills
- Excellent conflict resolution skills

Benefits

- Salary range: \$6,087 to \$8,153/month or annually \$73,044 to \$97,836 plus \$700/month recruitment and retention incentive (219 day Academic Year) = Annual Salary Range \$77,844 to \$102,636.
- Excellent medical, dental and vision coverage, plus PERS retirement.
- Opportunity to work in a unique educational environment with some of the State's experts in special education.

Interested individuals may send a vita with three letters of recommendation to:

**Mary Anne Nielsen, Director, Diagnostic Center, Northern California,
39100 Gallaudet Drive Fremont CA 94538.**

For additional information, contact Ms. Nielsen @ 510-794-2500 or mnielsen@dcn-cde.ca.gov.

Final Filing Date: Open until filled. **Interviews begin in June 2012.**