

# Assistant Superintendent – Safe and Respectful Learning Environments and Opportunities Division

## Position Details

Job Code: U7370

Reference Code: A709

Division/Unit: Safe and Respectful Learning Environments and Opportunities

Division/Academic Unit

Classification: Licensed Administrator

Terms of Employment: At-Will

FLSA STATUS: EXEMPT

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## Position Summary

The Assistant Superintendent of the Safe and Respectful Learning Environments Division (SRLEO) provides strategic leadership, oversight, and direction for the Clark County School District's (CCSD) efforts to promote safe, inclusive, and supportive school climates that foster student success. This position is responsible for guiding the vision, implementation, and continuous improvement of the Multi-Tiered System of Supports (MTSS) Department, Safe and Respectful Learning Environments Department (SRLED), and the Indian Education Opportunities Program (IEOP). This position ensures that academic, behavioral, and social-emotional supports are delivered equitably across CCSD, in alignment with Board policies, state mandates, and federal regulations. This position oversees the development and delivery of evidence-based interventions, culturally responsive practices, restorative practices, and targeted supports to meet the individual needs of all students. The person selected for this position is directly responsible to the Chief Academic Officer, Academic Unit.

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## Essential Duties and Responsibilities

The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Provides leaders for cohesive and effective systems and structures for MTSS, Indian Education Opportunities Program, and culturally responsive practices across CCSD.
2. Oversees data collection, monitoring, and analysis for strategic planning and implementation of initiatives to support academic, behavioral, and social emotional success for all students.
3. Oversees several policies and regulations related to safe and respectful learning environments and opportunities.
4. Oversees the development, administration, management, and monitoring of all general and entitlement budgets, ensuring effective allocation of funds aligned to project planning.
5. Ensures program compliance with CCSD policies, state regulations, and federal requirements, including ESSA and Title VI.
6. Coordinates with department and program leads to plan and deliver professional learning to build districtwide capacity in evidence-based MTSS practices, culturally responsive teaching, restorative practices, and targeted support for the success of all students.
7. Collects, analyzes, and interprets academic, behavioral, and perception data to guide program decisions, measure impact, and recommend improvements for ongoing implementation of division programs.
8. Collaborates with school leaders, teachers, tribal representatives, families, and community partners to ensure programs are culturally responsive, inclusive, and supportive of students' unique needs.
9. Develops and disseminate resources, tools, and guidance to assist schools in implementing effective tiered interventions, enrichment opportunities, and culturally relevant supports.
10. Prepares and present division updates, performance metrics, and strategic recommendations related to the division for CCSD leadership, the Board of School Trustees, and federal/state agencies.
11. Oversees the operations, communications, and personnel to enhance program effectiveness along with student learning, safety, and achievement.
12. Collaborates with strategy and data analytics teams to develop and monitor key performance indicators that measure access, opportunity, and student outcomes.

13. Evaluates program practices, innovations, metrics, and organizational culture to assess progress toward the unified vision of success and desired outcomes.
14. Supports multicultural education activities to strengthen cultural understanding.
15. Monitors, evaluates, and refines related practices and procedures, as needed.
16. Collaborates with cross-functional teams, departments, and divisions to promote continuous learning and drive quality improvement using key performance indicators and organizational culture measures.
17. Develops and implements districtwide professional learning for all staff to promote cultural awareness and responsiveness along with a climate of mutual respect and belonging, with regards to implicit bias and best practices to serve populations facing persistent opportunity gaps.
18. Collaborates with students and families to identify barriers to success, explore opportunities for growth, and develop plans for continued improvement.
19. Provides strategic planning, guidance, and advisement to the Chief Academic Officer, Clark County School District Board of Trustees, and Executive Leadership Team matters of access and opportunity across CCSD.
20. Represents CCSD in regional and local associations, civic clubs, heritage, and non-profit organizations and boards.
21. Monitors assigned budgets.
22. Collaborates with all consultants, committees, stakeholders, community boards, coalitions, businesses, local elected officials, and trade associations that affect CCSD's commitment to advancing access, fairness, belonging, and positive outcomes for all students, staff, and families.
23. Attends Board of Trustees' and other meetings, as required; delivers reports on CCSD's progress related to policy implementation and/or access and opportunity plans/frameworks.
24. Plans, organizes, and directs operations, personnel, and resources to enhance teacher and administrative understanding of restorative practices, legal requirements, and professional learning. Oversees processes, procedures and strategies ensure the effective investigation of discrimination, bullying, and cyberbullying incidents in alignment with CCSD policies and the Nevada Revised Statutes.
25. Collaborates with other divisions and departments in the preparation, review, and evaluation of grants; organizes and directs federal and state grant-funded projects related to the Safe and Respectful Learning Environments and Opportunities Division; coordinates and assures proper disbursement of local, state, and federal funds.
26. Supervises and evaluates the performance of assigned staff.
27. Performs other duties related to the position, as assigned.

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## Position Expectations

1. Knowledge of current and evolving federal, state, and CCSD requirements related to access, opportunity, and social justice issues.
2. Knowledge of contemporary concepts and issues related to belonging and cultural understanding, especially in public education.
3. Knowledge of Multi-Tiered System of Supports, restorative practices, culturally responsive teaching and education-related practices, and fundamental aspects of academic excellence.
4. Demonstrated ability to challenge and influence peers to approach all work with learner-centered approach.
5. Ability to engage with all staff, leadership, and constituents to promote trust, collaboration, and partnerships, both internal and external to CCSD.
6. Ability to develop and monitor indicators of organizational culture and engage employees and senior leadership to create organizational change.
7. Ability to serve as an internal resource and consultant, working collaboratively with multiple stakeholders in a politically sensitive context and complicated by competing perspectives or interests.
8. Establishes positive relationships with persons regardless of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, or national origin with an active commitment to equal opportunity for all students and staff.
9. Fosters an environment that focuses on quality results while motivating, developing, and supporting all staff, encouraging continuous improvement, and working effectively as a member of CCSD.
10. Possess and effectively convey a clear sense of vision engaging others in achieving goals, solving problems, and successfully collaborating with groups of varied backgrounds and perspectives.
11. Exercise good judgment, insight, self-awareness, integrity, and cultural responsiveness when interacting with all employees, students, and patrons.
12. Commit to ongoing personal learning, cultivate talent and leadership in others, exchange constructive feedback to uphold high standards for both self and the organization.
13. Communicates effectively both written and verbally to make clear as well as persuasive presentations to a variety of groups.
14. Demonstrates cultural awareness and use responsive strategies and communication practices to engage effectively with all members of the school community.

15. Approaches work with a sense of purpose, viewing challenges as opportunities for creative problem solving, and takes the initiative to explore issues and develop innovative solutions.
  16. Facilitates constructive and courageous conversations with stakeholders on disparities related to race, gender, sexual orientation, and ability.
  17. Ability to recognize and report hazards and implement safe work practices.
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## **Position Requirements**

### **Education and Training**

Master's Degree in education administration, public policy, social work, or related field from an accredited college or university.

### **Licenses and Certifications**

1. Hold or be able to acquire, by time of appointment to the position, a Nevada administrative endorsement, as appropriate.
2. Applicant/employee must be able to provide their own transportation.

### **Experience**

1. Have previously demonstrated five (5) years of successful licensed teaching experience in an accredited Kindergarten–Grade 12 (K–Grade 12) public or private school; and, be able to acquire, by time of appointment, appropriate Nevada school administrative endorsement; or,  
Have previously demonstrated at least three (3) years of successful licensed teaching in an accredited (K–Grade 12) public or private school; and, currently hold a valid Nevada school administrative endorsement.
2. Five (5) years of successful supervisory administrative experience in equity, diversity, and inclusion issues and providing culturally responsive service and teaching in an accredited higher education, (K–Grade 12) public or private school system, with increasing responsibility in school district leadership.
3. Successful performance in the position held at time of application.

### **Preferred Qualifications**

None specified.

**When applying for an administrative position, candidates must meet the minimum qualifications as listed on the appropriate position vacancy announcement.**

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## **AA/EOE Statement**

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

## **Job Revision Information**

- Revised: 08/20/25
- Created: 06/15/21