

Job Description: SCHOOL PSYCHOLOGIST

PRIMARY FUNCTION

The Psychologist assesses students' intellectual and mental functional levels; providing information for program development and student placement; develops behavior plans; and provides information on child development and/or issues on specific students to instructional personnel.

ESSENTIAL JOB FUNCTIONS

- Assesses students' functional capabilities and skills exhibited in the home and/or classroom environment for the purpose of determining student's functional level and developing recommendations and/or placement.
- Consults with teachers, parents, other personnel and/or outside professionals for the purpose of providing requested information, developing plans for services and/or making recommendations.
- Counsels students, parents and guardians for the purpose of enhancing student success in school.
- Facilitates communication between students and/or parents with teachers and/or other personnel for the purpose of evaluating situations, solving problems and/or resolving conflicts.
- Facilitates meetings (e.g. IEP conferences, parent meetings, in-services, etc.) for the purpose of developing plans and/or providing information regarding students' functional goals.
- Intervenes in occurrences of inappropriate behavior of students for the purpose of assisting students in modifying such behavior and developing successful interpersonal skills.
- Manages assigned special grants and/or projects for the purpose of ensuring that specifications (e.g. budget, reports, goals, etc.) are achieved.
- Participates in various meetings (e.g. parent conferences, in-service training, site meetings, etc.) for the purpose of receiving and/or providing information and/or meeting credential requirements.
- Prepares documentation (e.g. evaluations, observations, progress reports, contacts with parents, teachers and outside professionals, etc.) for the purpose of providing written support, developing recommendations and/or conveying information.
- Presents information on various topics related to area of professional expertise for the purpose of communicating information, in-servicing colleagues and gaining feedback on treatment issues.
- Researches resources and methods (i.e. intervention and treatment techniques, assessment tools and methods, community resources, etc.) for the purpose of determining appropriate approach for addressing students' specific needs.
- Supervises interns for the purpose of monitoring performance, providing for professional growth and achieving overall objectives.
- Assists other personnel as may be required for the purpose of supporting them in the completion of their work activities.
- Provides support to all special education programs and assist the local on-site Committee in determining the appropriate and legal placement and discharge of students in special programs.
- Serves as a liaison person with public and private practitioners and agencies providing professional psychological services to our students in an effort to provide consistency across all providers.

- Assist school site and district Committees seeking alternatives and accommodation for students.

Secondary – Services to Consolidated Application Project Students.

- Specialized services provided to the young project students are focused on individual assessment and counseling of students who experience social difficulty with special emphasis given to those students who manifest extreme academic difficulty.
- Course work and workshops in reading disabilities, atypical behavior, and child development are provided the parents of project participants.

QUALIFICATIONS

Knowledge of:

Assessment instruments and their application.

Learning Disabilities

Relevant education codes.

State and district policies.

Behavior Intervention Strategies

Ability to:

Apply assessment instruments.

Intervene in crisis situations, provide counseling.

Interpret test data.

Establish eligibility for special education services based on educational code criteria

Communicate effectively.

Write a psychoeducational assessment report and develop an Individualized Education Plan.

Be flexible to work under time constraints.

Complete all assessments and meetings within the time constraints as outlined in IDEA.

Establish and maintain cooperative working relationships with staff, parents, students and community.

Work independently

EXPERIENCE

Prior job related experience.

Experience in dealing with disadvantaged youth

Preparing and writing psychoeducational assessment reports.

Expertise in completing a variety of psychoeducational evaluations.

Individual and Group Counseling experience.

Familiarity with family resources located within the community.

EDUCATION

Bachelors Degree.

CREDENTIAL

California Pupil Personnel Services Credential with School Psychologist authorization.

LICENSE

Valid Driver's License and evidence of insurance.

WORK ENVIRONMENT

Environment

The work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

This position will include office and school environments.

Physical Abilities:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential function of this job. The employee must be able to:

Lift, carry, push and/or pull items with a strength factor of medium work.

Hear and speak to exchange information in person or on the telephone.

See to read a variety of materials.

Possess dexterity of hands and fingers to operate a computer keyboard.

Stand or walk.

Bend at the waist, kneel or crouch to file materials.

Sit or stand for extended periods of time.

Reach above shoulders to file materials.

Climb a stool/ladder.

Hazards:

None identified.