



Job Description Psychologist

Employment Status: Full-Time

FLSA Status: Exempt

Calendar: 205 Days

Experience Required: Completion of a planned program of practicum experiences and a supervised internship equivalent to one academic year, or a minimum of 1,200 hours.

Minimum Education Requirements: Ph.D. in school psychology.

Department: Other Pupil Services Personnel.

Direct Supervisor: Director of Special Services.

Primary Work Location: Office setting.

Certification: Certification as a School Psychologist in Missouri through the Department of Elementary and Secondary Education (DESE). Valid driver's license.

Job Summary: School Psychologists support District staff with evaluating the needs and educational programs of students by acting as a consultant to staff and parents regarding student learning concerns, including any social, emotional, or behavioral barriers.

Essential Job Functions

An employee in this position may be called upon to do any or all of the following essential duties:

- Provide collaborative consultation by assisting the staff with suggestions and appropriate intervention strategies.
- Provide recommendations and suggestions to assist staff in working with students in the classroom.
- Assist in guiding and conducting functional behavior assessments in cooperation with other school personnel.
- Assist teachers, parents, and students in understanding, preventing, and addressing learning, behavioral, developmental and emotional difficulties.
- Assist in team planning and screening efforts in assigned buildings.
- Provide guidance on problem-solving teams and help school teams in implementing three-tiered models of student support.
- Consult with teachers, parents and other appropriate staff regarding student programming and any adaptation materials needed to facilitate improved performance in the classroom.
- Conduct cognitive, academic and social/emotional evaluations.
- Complete reports for use in determining Special Education eligibility.
- Analyze student data to determine the effectiveness of interventions provided and to evaluate growth in student learning.
- Serve as a member of the multidisciplinary team, as needed, to conduct/interpret evaluations.
- Attend eligibility/IEP meetings, as needed.
- Manage inventory of individualized assessment tools and projects needs for budgeting.
- Apply sound principles of data-based decision making to all aspects of practice.
- Conduct in-service and professional development trainings on educational and psychological topics.



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- Assist in crisis response and intervention, as needed.
- Conduct Threat Assessments, when appropriate.
- Adhere to all District policies and procedures and laws outlined by Individuals with Disabilities Education Act (2004) and the Missouri State Plan for Special Education.
- Perform related work as required.

Knowledge, Skills, and Abilities (KSA's) for Position

An employee in this class must have the following knowledge, skills, and abilities upon application:

Knowledge

- Human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders.
- Principles, methods, and procedures for diagnosis, treatment, and rehabilitation of physical and mental dysfunctions, and for career counseling and guidance.
- Group behavior and dynamics, societal trends and influences, human migrations, ethnicity, cultures and their history and origins.

Skills

- Strong written and oral communications and relational skills.
- Impeccable listening skills.
- Operate a variety of office equipment, including computer, printer, calculator, and copier.

Abilities

- Daily access to a vehicle required for travel throughout the school district.
- Restrain students using district approved restraint procedures if required by supervisor.
- Apply ethics and standards of professional practice in the delivery of school psychological services and observes relevant laws and policies that govern practice.
- Safeguards confidentiality of student records.

**This position description is a general guideline for work behavior and is not intended to be a comprehensive listing of all job duties. Therefore, it is also not, nor can it be implied to be, a contract of employment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks. Must be able to successfully complete an intense background investigation.

Signatures / Date

Effective Date:



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Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.

Check the appropriate box, fill in the needed accommodations, if required, then sign and date.

- I have read and understand this job description and acknowledge that I am able to complete the essential functions of my job without accommodations.
- I have read and understand this job description and I would require the following reasonable accommodations to fulfill the essential functions of this job:

Employee Signature

Date

Supervisor Signature

Date

Human Resources

Date