

# Certified Personnel

## Job Description

**POSITION TITLE:**       **School Psychologist**

**QUALIFICATIONS:**

1. Shall hold a bachelor's degree or higher and the required Kentucky certificate for the assigned position.
2. Shall demonstrate the ability to work effectively with students, peers, and adults.
3. Shall demonstrate the ability to communicate effectively with students, parents, teachers, and administrative staff.

**REPORT TO:**             Director of Special Education

**SUPERVISES:**         Not applicable

**PHYSICAL QUALIFICATIONS:**   Shall have the ability to sit, lift, stoop, push, pull, any and all body movements as relates to the job description.

**JOB GOAL:**             To provide psychological and psychoeducational services to students, parents and school staff: tailor their services to the particular needs of each student and each situation; provide leadership, expertise and direction to positively affect the educational outcome of students in need.

**PERFORMANCE STANDARDS:**

1. Shall determine appropriate action within clearly defined guidelines.
2. Shall present a positive image of the school to parents, and convey to them the school's genuine concern with the education, growth and development of each student.
3. Shall seek to establish friendly and cooperative partnerships between home and school.
4. Shall carry out assignments in a timely manner without undue checking.
5. Shall react positively to all directives.
6. Shall maintain the confidentiality, both verbally and in written form, of each students' educational record.
7. Shall take necessary precautions to protect students, equipment, materials and facilities.
8. Shall provide consultation to staff on a referral/request basis for all students.
9. Shall provide assistance to school staff concerning various disabilities to teachers and parents as requested.
10. Shall conduct standardized, individual assessment, especially in the areas of cognition and behavior, as requested by ARC and 504 committees.
11. Shall develop integrated written reports for eligibility determinations for ARC and 504 committees.
12. Shall interpret individualized reports for ARC and 504 committees, administrators, and parents.
13. Shall provide additional staff training on a variety of topics on an as needed basis.
14. Shall adhere to relevant laws, policies and lines of authority, maintains and updates knowledge and skills in school psychology and education.
15. Shall perform other duties as assigned by the Director of Special Education in accordance with the best interest of the students and district.

**TERMS OF EMPLOYMENT:**       Salary to be established by the board of education per the district's Certified Salary Schedule (215 days)

**EVALUATION:**           Performance of this position will be conducted in accordance with the board policy on Evaluation of Certified Personnel. Evaluation of school psychologists will be conducted by the Director of Special Education.

