

# Argyle ISD

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**Job Title:** Licensed Specialist in School Psychology, Intern (LSSP Intern)

**Exemption Status/Test:** Nonexempt

**Reports to:** Director of Special Education

**Dept./School:** Special Education/ Assigned Campus

**Date Revised:** February 1, 2022

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## Primary Purpose:

Provides a range of services under the supervision of a qualified licensed professional. Serves as a member of the multi-disciplinary team for the campus/campuses to which they are assigned. Performs professional psychological services in evaluation, behavior intervention, consultation, and counseling for students with disabilities. Evaluates the psychological and psycho-educational needs of students referred for special education services or receiving special education services. Provides consultation to teachers, parents, and support personnel and to outside agencies. Acts as a source to ensure district compliance with all legal issues.

## Qualifications:

### Education/Certification:

Bachelor's degree and near completion of a masters or specialist degree in school psychology  
Enrolled in a regionally accredited institution of higher learning and a formal course of supervised study that allows for participation in a year long, 1200+ hour internship experience  
Completion of coursework and practicum experience that allows for the provision of psychological services in the school setting with supervision of a licensed professional

### Experience:

Practicum experience in the school setting including ARD meetings, evaluation, direct services and consultation.

## Major Responsibilities and Duties:

### Under the supervision of a Licensed Specialist in School Psychology:

1. Select and administer assessments and observations to evaluate the intellectual, emotional, and behavioral functioning of referred students and to determine student eligibility for special education services according to federal and state regulations.
2. Score and interpret test data.
3. Develop psychological evaluation reports and behavior management plans.
4. Conduct or participate in the Admission, Review, and Dismissal (ARD) Committee to assist with appropriate placement and development of Individual Education Plans (IEP) for students according to district procedures.

### Consultation

5. Conduct group, individual, and family counseling sessions and facilitative therapy for students with diagnosed problems.
6. Serve as consultant on mental health topics for instructors in the school health program.
7. Consult with school staff regarding implementation of behavior intervention plans and in managing behaviorally disruptive students.
8. Provide staff development training in assigned schools to assist school personnel with identification and understanding of students with emotional, social, and behavioral disturbances.
9. Meet with parents to discuss pertinent background information and test results.
10. Consult with teachers and relevant staff concerning the educational needs of students and interpretation of assessment data.
11. Consult with psychologists, psychiatrists, medical doctors, and community agencies concerning intellectual, emotional, and behavioral functioning of students as needed.

## **Program Management**

12. Develop and maintain effective individual and group relationships with students and parents.
13. Develop and coordinate a continuing evaluation of psychological services and assessment procedures and make changes based on findings.
14. Assist in the selection of assessment materials and equipment.
15. Compile, maintain, and file all physical and computerized reports, records, and other documents required, including case records, test results, statistical data, and test inventories.
16. Comply with policies established by federal and state law, State Board of Education rule, and local board policy in the areas of psychological services, assessment, placement, and planning for special education services.
17. Comply with all district and local campus routines and regulations.
18. Participate in professional development activities to improve skills related to job assignment.

## **Communication**

19. Maintain a positive and effective relationship with supervisors.
20. Effectively communicate with colleagues, students, and parents.

## **Other**

Follow district safety protocols and emergency procedures.

## **Supervisory Responsibilities:**

None.

## **Mental Demands/Physical Demands/ Environmental Demands:**

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:

Maintain emotional control under stress. Regular districtwide travel to multiple work locations as assigned; moderate lifting and carrying. May be required to lift and transfer students to and from wheelchair or assist with positioning students with physical disabilities. May be required to use district-approved physical restraint procedures.

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This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

Received by \_\_\_\_\_ Date \_\_\_\_\_