RSU No. 5 Durham ~ Freeport ~ Pownal
School Psychologist Job Description

QUALIFICATIONS:

1. Master's Degree
2. MDOE Certification 093

REPORTS TO:

Director of Instructional Support

JOB GOAL: To conduct appropriate psychological evaluations and provide psychological consultation and interventions to parents and educational staff.

PERFORMANCE RESPONSIBILITIES:

1. Consults with teachers and other school personnel to obtain information regarding the reason for student referral.
2. Selects and administers age appropriate psychological evaluations and materials in order to determine strengths and needs of students.
3. Evaluates the student's ability and formulates the student's functional profile through standardized assessments, skilled observation, checklists, histories, and interviews.
4. Gathers background information on the student's psychological history by conducting behavioral observations and interviews, and reviewing school records.
5. Interprets assessment results and compiles comprehensive psychological assessment reports that address the reason for referral and include appropriate suggestions.
6. Communicates evaluation results and suggestions to teachers and other school personnel as needed.
7. Participates at team meetings and contributes to the development of the Individualized Education Plan (IEP).
8. Serves as a resource to teachers and staff regarding psychological services and the academic/psychological needs of students.
9. Provides information and support to parents/guardians of students.
10. Provides in-service training and workshops for teachers and staff regarding proper procedures for the identification and referral of students.
11. Compiles monthly reports and maintains accurate case records.
12. Maintains adequate and current testing materials required by school psychologists.
13. Other responsibilities as directed by the Director of Instructional Support.

LEGAL AND ETHICAL DUTIES:

1. Maintains confidentiality about all aspects of work.
2. Follows health and safety procedures established by the system.
3. Arrives and departs punctually, notifying appropriate personnel about absences and coverage.
4. Demonstrates loyalty, dependability, integrity, and other ethical standards.
5. Follows chain of command for various administrative procedures or concerns.

6. Observes Board and school policy.
7. Meets and follows all State and federal laws and regulations.

TERMS OF EMPLOYMENT:
Teacher contract. Salary and benefits to be established by the RSU No. 5 Board of Directors.

EVALUATION:
Evaluated annually by the Director of Instructional Support in consultation with Building Principals.

NOTE:
The above job description reflects the general requirements necessary to describe the principle functions and responsibilities of the job identified and shall not be interpreted as a detailed description of all work requirements that may be inherent in the job, either at present or in the future.

To perform successfully in this position, an individual must perform each duty and responsibility satisfactorily. The requirements are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I have read and understand the terms and conditions of this position.

Employee: _____

Employee's Signature:_____ Date:_____

Original to Personnel File
File Copy to Employee
Adopted: November 14, 2018, Amended 4.16.24