

## **PROFESSIONAL STAFF POSITION**

**TITLE:** SCHOOL PSYCHOLOGIST

**QUALIFICATIONS:**

1. Valid New Jersey Educational Services Certificate and School Psychologist Endorsement.
2. Adequate experience as determined by the board.
3. Knowledge of laws and regulations governing special education and demonstrated ability to effectively provide testing, psychological evaluation and counseling services.
4. Strong interpersonal and communication skills.
5. Required criminal history check and proof of U.S. citizenship or resident alien status.

**REPORTS TO:** District of Special Programs

**JOB GOAL:** To enable pupils to derive the fullest benefits from school by promoting their sense of self and by evaluating and working to ameliorate psychological or mental health problems that may interfere with their adjustment to school and the education program offered to them.

**PERFORMANCE RESPONSIBILITIES:**

1. Participates in the evaluation, classification and placement of all pupils with special needs.
2. Administers scores and evaluates standard psychological tests for the purpose of assessing the intellectual, educational, emotional, social and behavioral characteristics of those students referred.
3. Interprets the results of psychological testing and assists in the development and coordination of an appropriate individualized education plan for each pupil requiring special education and/or related services and participates in the ongoing evaluation of the academic progress and educational placement of classified pupils.
4. Serves as a case manager as assigned and maintains appropriate case records.
5. Provides psychological counseling to students, parents and staff and as needed and practical within the scope of this job description. Makes referrals to appropriate community resources.
6. Assists in the development and delivery of in-service programs and parent seminars.

7. Keeps the staff and community informed of the schools' psychological services.
8. Maintains professional competence through continuing education and other professional growth activities.
9. Observes pupils in classrooms and other school settings.
10. Serves as a consultant to parents, school personnel and community groups on child development and mental health topics
11. Cooperates with personnel of community health and social welfare agencies.
12. Performs all duties required as a member of the child study team by administrative code, state and federal laws and board policy.
13. Performs other related duties as may be assigned by the superintendent or his/her designee.

**TERMS**

**OF EMPLOYMENT:** Salary and work year to be determined by the board.

**EVALUATION:** Performance of this job will be evaluated annually in accordance with state law and the provision of the board's policy on evaluation of certified staff.

*Approved at the May 26, 2015 Board Meeting*