

# SCHOOL DISTRICT OF DESOTO COUNTY

## SCHOOL PSYCHOLOGIST

### JOB DESCRIPTION

#### QUALIFICATIONS:

- (1) Master's degree in School Psychology from an accredited educational institution.
- (2) Valid Florida certification as School Psychologist and appropriate licensure.
- (3) Satisfactory criminal background check and drug screening.

#### KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of child growth and development; theory and research on conditions that affect learning and behavior; test and measurement theory and foundations; and community resources and services available for student assistance. Ability to conduct comprehensive psychoeducational evaluations of students. Ability to verbally communicate and consult effectively with parents, school personnel and the public. Ability to communicate results of evaluation findings in written reports and correspondence. Ability to assist students, parents and school personnel in the resolution of problems in student learning, behavior and mental health. Ability to interact successfully with parents, school personnel and administrators. Ability to communicate orally and in writing. Skill and ability to apply and interpret federal, state and local laws and policies governing the provision of educational services to students, including those with disabilities. Knowledge of effective crisis intervention techniques. Knowledge of state and district curriculum standards. Knowledge of designing lessons for diverse populations.

#### REPORTS TO:

Director of Exceptional Student Education

#### JOB GOAL

To assist the school in the development of programs and services that maximize student's current and future social, emotional and educational success.

#### SUPERVISES:

N/A

#### PERFORMANCE RESPONSIBILITIES:

##### Planning/Preparation

- \*(1) Participate in the district's Exceptional Student Education planning process.
- \*(2) Collect information from parents and teachers through interviews and consultations as it relates to student learning and adjustment difficulties.
- \*(3) Participate as a member of school educational planning teams to develop assistance plans for at-risk students.
- \*(4) Participate in the development of accommodation plans for students eligible for 504 services.
- \*(5) Plan and prepare evidence-based intervention strategies for parents and teachers to enable students to become engaged in meaningful learning experiences.

## SCHOOL PSYCHOLOGIST (Continued)

### **Administrative/Management**

- \* (6) Complete and submit appropriate Medicaid forms for eligible students.
- \* (7) Prepare and maintain periodic reports in a timely manner as required.
- \* (8) Manage materials and equipment effectively.
- \* (9) Implement school-wide and district-wide psychological services and activities.
- \* (10) Use technology efficiently.
- \* (11) Manage time effectively.
- \* (12) Supervise interns as required.

### **Assessment/Evaluation**

- \* (13) Select, administer, score and interpret individual tests of intelligence, academic achievement, psychological processing, and personality and attitudes for referred students.
- \* (14) Analyze evaluation data and formulate hypotheses and conclusions relating to learning and behavioral issues.
- \* (15) Use data-based decision making as part of the intervention, assessment and evaluation methods.
- \* (16) Conduct informal and formal observations of students as part of the evaluation process.
- \* (17) Review student records and analyze information pertinent to student learning and school adjustment needs.
- \* (18) Submit reports necessary for determining test score eligibility or noneligibility of individuals for programs and services for disabled students.
- \* (19) Participate in the periodic reevaluation of students with disabilities who are served in exceptional student education programs.
- \* (20) Assist parents and teachers in understanding statistical information required for test interpretation.

### **Intervention/Direct Services**

- \* (21) Participate in the development of evidence based interventions and strategies to assist individual students in academic growth and school adjustment.
- \* (22) Utilize knowledge of behavioral principles to develop and assist in the implementation of specific behavioral management plans for individual students, classrooms and schools.
- \* (23) Conduct individual and group counseling with students when appropriate.
- \* (24) Participate in student manifestation meetings.
- \* (25) Serve as expert witness in due process hearings related to students with disabilities.
- \* (26) Assist, as needed, in the review of cumulative records of students transferring from other districts to advise schools regarding appropriate placement.
- \* (27) Recommend students, as appropriate, for consideration for 504 services.
- \* (28) Recognize overt indicators of student distress or abuse and take appropriate action based on school procedures and law.
- \* (29) Initiate referral to other agencies as needed.
- \* (30) Support the crisis intervention team for the district and provide counseling services to assist and support schools in crisis situations.

### **Collaboration**

- \* (31) Communicate evaluation findings to parents, teachers and others through written reports or oral presentations.
- \* (32) Review evaluation findings with the exceptional student education staffing specialist to discuss eligibility and placement.

## SCHOOL PSYCHOLOGIST (Continued)

- \*(33) Provide consultation on an ongoing basis to teachers, parents and other school personnel to resolve students' learning and behavioral problems.
- \*(34) Act as a liaison with public and private agents who work with students, *e.g.*, doctors and counselors as needed.
- \*(35) Interpret psychological services to the community through school and community organizations.
- \*(36) Interpret state and federal rules, laws and policies as they relate to identification, placement and service for students with disabilities or gifted ability.

### Staff Development

- \*(37) Provide training and assistance in intervention techniques and strategies designed to improve student success in the school setting.
- \*(38) Demonstrate professional growth and continuous improvement of professional knowledge and skills.
- \*(39) Participate in district-sponsored staff development programs.
- \*(40) Assist the school family in understanding the impact of economic levels, ethnicity, language and culture on performance.

### Professional Responsibilities

- \*(41) Act in a professional and ethical manner and adhere at all times to the *Code of Ethics for School Psychologists* and the *Principles of Professional Conduct for the Education Profession in Florida*.
- \*(42) Prepare all required reports in an accurate and timely manner and maintain all appropriate records.
- \*(43) Mentor new colleagues.
- \*(44) Perform and fulfill professional responsibilities.  
Perform other tasks consistent with the goals and objectives of this position.

\*Essential Performance Responsibilities

### PHYSICAL REQUIREMENTS:

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

### TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the district's approved compensation plan.  
Length of the work year and hours of employment shall be those established by the district.

### COMPENSATION:

Compensation for this position is Pay Lane ES

### EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.