

**STANWOOD-CAMANO SCHOOL DISTRICT**  
**HUMAN RESOURCES**  
**JOB DESCRIPTION**

**TITLE: School Psychologist**

Classification: Certificated – Non-supervisory

REPORTS TO: Building Principal, Director of Special Services

**PURPOSE STATEMENT**

The School Psychologist will consult with instructional staff, parents, and students regarding the provision of appropriate educational services for all students; will identify, assess, evaluate, and make recommendations for educational placement of exceptional children; will serve as a liaison with medical, mental health, and education communities regarding student needs.

**ESSENTIAL FUNCTIONS**

This list of essential job functions is not exhaustive and may be supplemented as necessary.

Depending upon individual assignment, the employee may perform all or a combination of several of the following duties:

- Serve as a case manager and serve as Professional Evaluation Group (PEG) team leader.
- Serve as the building coordinator of special education services.
- Evaluate student growth and development and administer and interpret individual tests and psychological measures.
- Provide direct counseling services to students in classroom, small groups, and individuals.
- Communicate regularly with staff, parents, and appropriate administrators
- Responsible to assure compliance with State and Federal regulations.
- Provides resources, training, support, and modeling of effective instructional strategies and methods to special and general education staff, special education staff, parents, and others.
- Promote and practice professional growth and development.
- Keep abreast of current trends in the profession and translate appropriate research to practical applications in areas of counseling, curriculum, instruction, and assessment.
- Assist building principal and staff in programming and placement of students and monitoring the effectiveness of special services interventions.
- Coordinates assessment of students referred to special services for learning and/or behavioral difficulties including pre-referral intervention and PEG assessment.
- Maintains timely student record keeping systems including Individual Education Plans (IEP), progress reports, evaluations, etc.
- Perform other duties as assigned.

## **JOB REQUIREMENTS: MINIMUM QUALIFICATIONS**

### **Skills, Knowledge, and Abilities**

- Strong oral and written communication skills.
- Skills in communication and strength in developing and maintaining effective working relationships with students, parents, staff, and community agencies.
- Ability to maintain strict confidentiality regarding student information.
- Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.
- Ability to resolve both practical and complex problems and deal with a variety of variables.
- Knowledge of individual and group assessment techniques, data gathering and statistical analysis.
- Knowledge of current technology and computerized data management systems.
- Knowledge of federal and state laws, rules and regulations governing the education of students with disabilities including IDEA 2004 and Section 504.

### **Working Environment**

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. Work is typically performed in and around a student learning environment; may be exposed to childhood diseases; may be required to balance and crouch, crawl, bend, or kneel; may be required to stand for prolonged periods; may be exposed to high noise levels occasionally; and may experience a multitude of demands and changing priorities with frequent interruptions.

**Experience** Experience in a school setting is preferred but not required

**Education** Master's Degree in School Psychology or equivalent.  
Valid Washington State driver's license

### **Special Requirements**

- Valid Washington State Educational Staff Associate (ESA) certificate with School Psychologist endorsement.
- Successful Washington State Patrol and Federal Bureau of Investigation Fingerprint clearance.
- Proof of Immunization (if born 1/1/57 or later)
- I-9 Employment Eligibility in compliance with the Immigrations Reform and Control Act.
- HIV/HBV Training (obtain within 60 days of hire date – district provided)

### **FLSA Status:**

Exempt

### **Salary Range:**

Per Stanwood-Camano Education  
Association negotiated salary schedule

Classification History

Developed: 12/03

Revised: 8/08

*The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties and additional duties may be assigned.*