



Job Description

POSITION TITLE:	Temporary Psychologist SELPA (CERTIFICATED)	#4038
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SALARY PLACEMENT:	Short Term Employee Hourly Salary Schedule,
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SUMMARY OF POSITION:

Under the direction of the Lead Psychologist, the employee will: plan, structure, supervise, and administer a comprehensive supervised clinical training experience; provide 2 hours of face-to-face or virtual, direct, individual supervision weekly; work with delegated supervisors to ensure supervisee is provided appropriate supervision each week; possess and maintain a valid, active license as a Clinical Psychologist free from any disciplinary action, complete a minimum of 6 hours of supervision coursework every 2 years.

MINIMUM QUALIFICATIONS-EDUCATION, TRAINING, AND EXPERIENCE:

Possess and maintain a valid, active license as a psychologist free from any disciplinary action. Ability to provide weekly supervision to SJCOE employee (supervisee) obtaining hours towards the Clinical Psychologist License.

KNOWLEDGE, SKILLS, AND ABILITIES:

Ability to plan, structure, and administer a comprehensive supervised clinical training experience. Ability to operate a computer, phone, and engage in virtual meetings. Ability to be flexible based on supervisee needs and work schedule. Ability to follow SJCOE policies and procedures. Possess a valid California driver's license and proof of liability insurance coverage in the minimum amount required by SJCOE policy; insurable by the SJCOE carrier. Must furnish own transportation as required to fulfill job duties.

CREDENTIALS AND/OR UNIQUE KNOWLEDGE, SKILLS AND ABILITIES:

Possess and maintain a valid, active license as a psychologist free from any disciplinary action. Complete a minimum of 6 hours of supervision coursework every 2 years. Meet current California Board of Psychology criteria for a Clinical Psychologist Supervisor.

ESSENTIAL FUNCTIONS:

Essential functions may include, but are not limited to:

1. Work effectively with SJCOE Psychologists and related staff.
2. Maintain confidentiality on issues concerning program, students, and staff.
3. Participate, coordinate, and conduct regular, weekly supervision meetings with supervisee.
4. Model ethical practice and decision making and conduct themselves in accord with the APA ethical guidelines, guidelines of any other applicable professional organizations, and relevant federal, state, provincial, and other jurisdictional laws and regulations.
5. Communicate effectively both orally and in writing.
6. Analyze situations accurately and assist supervisee in developing an effective course of action.
7. Establish and maintain cooperative and effective working relationships with others.
8. Work independently with little direction.
9. Meet schedules and timelines.

10. Maintain accurate and timely documentation of supervisee performance related to expectations for competency and professional development.
11. Plan, structure, and administer a comprehensive supervised clinical training experience.
12. Socialize supervisee to the profession of psychology using integrated modalities, including but not limited to, mentoring, didactic exposure, role-modeling, enactment, observational/vicarious learning, and consultative guidance.
13. Supervise activities that integrate psychological concepts and/or current psychological knowledge, principles, and theories.
14. Provide two hours of face-to-face or virtual, direct, individual supervision weekly.
15. Be available to the supervisee via in-person, phone, or other appropriate technology.
16. Prepare an agreement with the supervisee that outlines the structure and sequence of the planned program of supervision with goals and objectives for the experience.
17. Work with delegated supervisors to ensure supervisee is provided appropriate supervision each week.
18. Possess and maintain a valid, active license as a psychologist free from any disciplinary action.
19. Complete a minimum of 6 hours of supervision coursework every 2 years.
20. Other duties as assigned.

PHYSICAL REQUIREMENTS:

Employees in this position must have the ability to:

1. Sit and stand for extended periods of time.
2. Enter data into a computer terminal/typewriter, operate standard office equipment and use the telephone.
3. Hear and understand speech at normal levels and on the telephone.
4. See and read the computer screen and printed matter with or without vision aids.
5. Speak so that others may understand at normal levels to small or large groups, and on the telephone.
6. Stand, walk, and bend over, reach overhead, grasp, push, pull and move, lift and/or carry up to 25 pounds to waist height.

WORK ENVIRONMENT:

Employees in this position will be required to work indoors in an educational and standard environment, and/or remotely from home. Employees may come in direct contact with SJCOE and school district staff.