

JEFFERSON COUNTY BOARD OF EDUCATION

Position Description

POSITION TITLE: School Psychologist/Psychometrist

OFFICE/DIVISION: Jefferson County Board of Education

WORK LOCATION: County Office

REPORTS TO (TITLE): Director of Special Education
Superintendent

QUALIFICATIONS: Possess a valid service certificate in school psychology and met other requirements as set by the Georgia Department of Education and the Jefferson County Board of Education.

DATE PREPARED: 02/2006

APPROVED BY:

ANALYST:

FOR HR USE ONLY

Salary Grade:

Classification:

EXEMPT

POSITION SUMMARY

This is a professional position. This person holds a professional certificate and their primary duty is to conduct the psychological evaluations within the school system.

The person in this position evaluates the learning aptitudes, styles and disabilities of individual students and assesses the status of their emotional and personality development with emphasis on school performance. The Psychologist/Psychometrist also confidentially shares evaluations with parents/guardians, teachers and administrators. She/he is also responsible for working with teachers, counselors and school administrators in planning programs that will improve learning social skills and promote personal adjustment in children. This person also attends local, regional and state workshops in an effort to keep abreast of changes and regulations concerning psychological testing and modifications to be made to help students achieve success. This person serves as a resource to teachers, administrators and parents/guardians in locating additional services that may assist the child and/or parent. She/he keeps the Special

Education Director fully informed of the developments in this area of responsibility and performs other tasks and assumes other responsibilities as the Superintendent may assign from time to time.