SCHOOL PSYCHOLOGIST

Purpose Statement

The School Psychologist provides psychological services to schools and includes testing, counseling and consulting to assist in meeting the social, emotional and educational needs of students in regular and special education programs being served by the district; administers and interprets psychological assessments of students, prepares recommendations regarding the evaluation and placement of students, consults with teachers, administrators, specialists, agencies, district personnel and parents, counsels students, coordinates behavior management programs, and perform related duties.

Essential Functions

- Administers psychological assessment and standardized and/or supplemental assessments for the purpose of measuring the intellectual, adaptive, academic, social and emotional development of children, preschool through grade 12 and/or determining eligibility for services in compliance with regulatory requirements
- Analyzes, interprets and summarizes test results, observations and developmental information for the purpose of determining student's functional level and developing recommendations and/or placement
- Communicates with students and/or parents with teachers and/or other personnel for the purpose of evaluating situations, solving problems and/or resolving conflicts
- Compiles information from a variety of sources (e.g. teachers, nurse, probation officer, mental health agencies, other professionals, etc.) for the purpose of producing a comprehensive evaluation report in compliance with established guidelines
- Consults with teachers, parents, other personnel and/or outside professionals for the purpose of providing requested information, developing plans for services and/or making recommendations
- Coordinates with community agencies including medical, judicial, social service and mental health services for the purpose of determining appropriate treatment to meet the needs of specific students
- Counsels students, parents and/or guardians for the purpose of discussing student progress, behavior, goals, problem resolution, transitions and crisis intervention for enhancing student success in school
- Develops behavior plans, curriculum modifications, etc. for the purpose of implementing treatment programs
- Intervenes in occurrences of inappropriate behavior of students for the purpose of assisting students in modifying such behavior and developing successful interpersonal skills
- Participates in meetings, workshops and seminars as assigned for the purpose of conveying and/or gathering information required to perform functions
- Participates in IEP meetings for the purpose of interpreting psychoeducational evaluation results and assists staff and other IEP members with the development and implementation of appropriate IEP goals and objectives
- Prepares and maintains a variety of confidential records and reports (e.g. correspondence, memos, behavior plans, Medicaid billings, reports, required documentation, Psych Ed Summary, Psych Report, etc.) for the purpose of documenting activities, providing written reference, and/or conveying information in compliance with legal and professional requirements

- Researches resources and methods (e.g. intervention and treatment techniques, assessment tools and methods, community resources, etc.) for the purpose of determining the appropriate approach for addressing students' functional goals
- Provides crisis intervention assistance to students and staff by providing counseling, leadership, and coordination with community agencies
- Assists in developing plans for students to transition to and from school and community learning environments, such as residential treatment, foster care or juvenile justice programs
- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit

Job Requirements & Skills

SKILLS are required to perform multiple, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: utilizing pertinent application and operating system software; adhering to safety practices; and preparing and maintaining accurate records

KNOWLEDGE is required to perform advanced math; read technical information, compose a variety of documents, and analyze situations to define issues and draw conclusions. Specific knowledge required to satisfactorily perform the functions of the job includes: current generation application and operating system software, Internet and intranet protocols; computer hardware including wired and wireless networking hardware; and safety practices and procedures

ABILITY is required to schedule activities, meetings, and/or events; often gather, collate, and/or classify data; and consider a wide variety of factors when using equipment. Flexibility is required to work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and utilize equipment under a variety of conditions for multiple purposes. Ability is also required to work with a diversity of individuals and/or groups; work with a variety of data; and utilize a variety of types of job-related equipment. In working with others, problem solving is required to identify issues and create action plans. Specific abilities required to satisfactorily perform the functions of the job include: communicating technical information to non-technical audiences; displaying mechanical aptitude; meeting deadlines and schedules; adapting to changing work priorities; and developing effective working relationships.

Experience

Job related experience with increasing levels of responsibility
Job related experience within a specialized field is required

Certificates & Licenses

Valid CA Pupil Personnel Services Credential in School Psychology
Valid Driver's License

Education

Continuing Education units as appropriate

Clearances

DOJ/FBI Fingerprint Clearance
TB Clearance
Drug Screening

Required Testing

Successful Completion of Pre-Employment Process

Supervision

Executive Director of Student Services

Additional Qualifications

Ability to travel to other sites/locations

Salary Grade

Certificated Management Range11

Continuing Education/ Training

Training attendance at workshops as appropriate

Work Year

195