

OLEAN CITY SCHOOL DISTRICT

410 West Sullivan Street, Olean, New York 14760

General Information: (716) 375-8000

Fax: (716) 375-8047



JOB DESCRIPTION

School Psychologist

QUALIFICATIONS:

1. Master of Arts / Master of Science / Master of Education degree
2. Certification as a School Psychologist
3. Three years experience as a School Psychologist across the full age range
4. Strong diagnostic, evaluative, and counseling skills

RESPONSIBLE TO: Director of Special Education

JOB GOALS: To support the Director of Special Education in evaluating the students of the District and organizing action plans based on the needs of those students.

GENERAL RESPONSIBILITIES:

- A. To conduct psychological evaluations of students referred by parents or Principals and provide results and reports in a timely fashion.
- B. To meet with parents of referred students to review psychological evaluations.
- C. To conduct classroom observations of students, as required.
- D. To conduct other assessments, including Kindergarten, as needed.
- E. To be a resource for district employees for information relating to a student's diagnosis or disability and offer suggestions on ways to better facilitate learning for students.
- F. To act as a member of the CSE, CPSE, and 504 committees, as needed.
- G. To review psycho-educational evaluations from other schools.
- H. To provide short-term individual and/or small group counseling to students.
- I. To respond to emergency or crisis situations involving students.
- J. To provide consultation to counselors and others in responding to crisis situations.
- K. To make referrals to local and regional agencies, as needed.
- L. To maintain confidentiality.
- M. To establish and maintain cooperative, positive relationships with those contacted in the course of work.
- N. To carry out other duties as required by the Director of Special Education.

TERMS OF EMPLOYMENT: Ten-month position; Salary and work year to be established by the Board.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

Approved by: _____ Date: _____

Reviewed and agreed to by: _____ Date: _____

Print name: _____