

NATIONAL SCHOOL DISTRICT

JOB DESCRIPTION

JOB TITLE: SCHOOL PSYCHOLOGIST

Job Purpose Statement(s): Under the direct supervision of the School Principal and the Director of Student Support Services, the job of "Psychologist" is done for the purpose/s of determining student's functional level and developing recommendations and/or placement; providing requested information, developing plans for services and/or making recommendations; enhancing student success in school; evaluating situations, solving problems and/or resolving conflicts; developing plans and/or providing information regarding students functional goals; assisting students in modifying such behavior and developing successful interpersonal skills; ensuring that specifications (e.g. budget, reports, goals, etc.) are achieved; receiving and/or providing information and/or meeting credential requirements; providing written support, developing recommendations and/or conveying information; communicating information and gaining feedback on treatment issues; determining appropriate approach for addressing students' specific needs; monitoring performance, providing for professional growth and achieving overall objectives of school's curriculum.

Essential Job Functions:

- **Assesses** students' functional capabilities and home and/or classroom environment for the purpose of determining student's functional level and developing recommendations and/or placement.
- **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.
- **Counsels** students, parents and guardians for the purpose of enhancing student success in school.
- **Facilitates** communication between students and/or parents with teachers and/or other personnel for the purpose of evaluating situations, solving problems and/or resolving conflicts.
- **Facilitates** meetings (e.g. IEP conferences, parent meetings, in-services, etc.) for the purpose of developing plans and/or providing information regarding students functional goals.
- **Intervenes** in occurrences of inappropriate behavior of students for the purpose of assisting students in modifying such behavior and developing successful interpersonal skills.
- **Manages** assigned special grants and/or projects for the purpose of ensuring that specifications (e.g. budget, reports, goals, etc.) are achieved.
- **Participates** in various meetings (e.g., parent conferences, in-service training, site meetings, Student Study Team (SST) meetings, Individualized Education Program (IEP) meetings, etc.) for the purpose of receiving and/or providing information and/or meeting credential requirements.
- **Prepares** documentation (e.g., psychoeducational reports, evaluations, observations, progress, contacts with parents, teachers and outside professionals, etc.) for the purpose of providing written support, developing recommendations and/or conveying information.
- **Presents** information on various topics related to area of professional expertise in psychology for the purpose of communicating information and gaining feedback on treatment issues.
- **Researches** resources and methods (i.e. intervention and treatment techniques, assessment tools and methods, community resources, etc.) for the purpose of determining appropriate approach for addressing students' specific needs.
- **Supervises** interns for the purpose of monitoring performance, providing for professional growth and achieving overall objectives of school's curriculum.

Other Job Functions:

- **Assists** other personnel as may be required for the purpose of supporting them in the completion of their work activities.

Other Job Functions:

- **Performs** other duties as assigned.

Job Requirements-Qualifications:

Skills, Knowledge and/or Abilities required:

Skills to apply assessment instruments, intervene in crisis situations, provide counseling, interpret test data, communicate effectively.

Knowledge of assessment instruments and their application, relevant education codes, state and district policies.

Abilities to sit for prolonged periods, complete a case study and develop an individual education plan, be flexible, work under time constraints, work effectively with staff, parents, students and community, work independently. Significant physical abilities include lifting/carrying, reaching/handling/fingering, talking/hearing conversations, near/far visual acuity/visual accommodation.

Licenses, Certifications, Bonding and/or Testing Required: Valid California Professional Clear Pupil Personnel Services (School Psychology) Credential, Valid California Drivers License, Criminal Justice Fingerprint Clearance.