

JOB DESCRIPTION

JOB TITLE: School Psychologist

REPORTS TO: Superintendent and Assistant Superintendent

DEPARTMENT: Special Services

I. NATURE AND SCOPE OF JOB:

The school psychologist shall use his specialized knowledge of human behavior with emphasis placed on assessment, learning, and interpersonal relations to assist school personnel (K-12) in facilitation of learning by all children and to recognize and deal with disabled children. This role is primarily accomplished in an advisory capacity.

II. EXPECTATIONS:

1. Maintain a positive attitude that supports the District Mission.
2. Maintain a positive and supportive relationship with all people in the work place.
3. Be responsible for acceptable personal attendance and punctuality.
4. Accept responsibility for the identified job description and continually strive to perform work of the highest quality.
5. Responsible for adhering to District policies.

III. JOB FUNCTIONS:

A. Essential Functions:

1. Conducts evaluations of the intellectual, social, and emotional development of children upon proper referral and according to district policy.
2. Identifies disabled children and cooperates in planning appropriate educational placements and programs.
3. Aids all staff members in developing ways to facilitate learning and adjustment of children.
4. Initiates and cooperates with others in research designed to seek solutions to district problems and aids in utilization or application of research results.
5. Conducts those types of conferences with parents, teachers, children, and cooperating agencies for the proper implementation of the psychologist's function.
6. Accepts a reasonable number of requests to participate in public meetings for public relations and public educational purposes.
7. Maintains files and records necessary to provide continuity to the district's evaluation and assessment efforts.
8. Ability to perform all duties as assigned.

B. Non-Essential Functions:

1. Ability to handle students in a positive manner.

IV. JOB QUALIFICATIONS:

A. Knowledge, Skills and Mental Ability:

1. Knowledge and understanding of the relationship among, students, parents, and staff
2. Understand and abide by IDEA Rules and Regulations

B. Education, License, Certification or Formal Training:

1. Certification according to Wyoming Department of Education
2. Successfully pass District Bloodborne Pathogens training

C. Equipment Used:

Telephone Copy Machine
Various Special Education testing equipment

D. Physical Demands:

1. Ability to tolerate physical demands specifically related to and necessary for the instruction/modeling/supervising of content area.

E. Environmental Demands:

1. Ability to tolerate environmental demands specifically related to and necessary for the instruction/modeling/supervising of content area.

Carbon County School District One does not discriminate on the basis of race, color, national origin, sex, age, disability, political affiliation, religion, or belief in relations to admission, treatment of students, access to programs and activities, or terms and conditions of employment.