

## School Psychologist - SEL Specialist for Early Childhood and Elementary Schools

### **Position Purpose**

Under the general supervision of the Director of Student Support Services, to assist students, teachers and parents in enabling students to derive the fullest potential educational experience from school by promoting positive self-esteem and resilience, and providing suggested methods and plans for overcoming psychological or mental health problems.

### **Essential Performance Responsibilities**

- Conducts psychological assessments, testing and diagnostic examinations of students for the purpose of recommending courses of action or corrective procedures to maximize learning and overcoming psychological issues.
- Conducts individual, group or facilitative therapy for students whose diagnosed problems would benefit from behavior modification or differentiated instruction.
- Assists with the identification and placement of all types of exceptional students.
- Coordinates with administrators and other teaching staff members to ascertain individual student's abilities and needs, including students with special needs, and to familiarize stakeholders with psychological services.
- Attends PPT meetings as needed for students with special needs.
- Serves as a resource and consultant on mental health and child psychology, conducts in-service programs as requested.
- Assists with the school district's dropout prevention efforts.
- Serves as ready resource to students to provide counseling that will lead each student to increased personal growth, self-understanding, and maturity.
- Continues to acquire professional knowledge and learn of current developments in the educational field by attending seminars, workshops or professional meetings, or by conducting research, and by maintaining professional relationships.
- Organizes and maintains a system for accurate and complete record-keeping and providing student information to prospective colleges and employers, as required by district procedures and applicable laws.
- Encourages parental involvement in students' education and ensures effective communication with students and parents.
- Selects and requisitions appropriate books, aids and other supplies and equipment and maintains inventory records.

### **Additional Duties**

Performs other related tasks as assigned by the Principal and other central office administrators as designated by the Superintendent.

**Note:** The above description is illustrative of tasks and responsibilities. It is not meant to be all inclusive of every task or responsibility.

### **Equipment**

Uses standard office equipment such as personal computers, printer, copy and fax machines, and telephone.

**Travel Requirements**

Travels to school district buildings and professional meetings as required.

**Knowledge, Skills and Abilities**

- Knowledge of child psychology principles, assessments, methods, behavior modification, etc., and current developments in child psychology.
- Knowledge of differentiated instruction based upon student learning styles.
- Knowledge of data information systems, data analysis and the formulation of action plans.
- Knowledge of applicable federal and state laws regarding education and students.
- Ability to use computer network system and software applications as needed.
- Ability to organize and coordinate work.
- Ability to communicate effectively with students and parents.
- Ability to engage in self-evaluation with regard to performance and professional growth.
- Ability to establish and maintain cooperative working relationships with others contacted in the course of work.

**Physical and Mental Demands, Work Hazards**

Works in standard office and school building environments.

**Note:** Also see the Summary of Physical, Sensory and Environmental Requirements Needed to Perform Essential Job Duties for this position.

**Qualifications Profile**

- Certification/License:
- Must hold a current Minnesota license for School Psychologist.
- Motor Vehicle Operator's License or ability to provide own transportation.

**Education**

- Bachelors from an accredited college or university in education discipline applicable to teaching assignment.
- Master's degree in psychology.
- Ph.D. in psychology preferred.

**Experience**

Successful prior teaching experience for the appropriate grade level preferred.

**FLSA Status:**     **Exempt**