

## **SCHOOL PSYCHOLOGIST**

### **ESSENTIAL FUNCTIONS:**

- Analyzes problems and develops alternative solutions to student academic psychological & emotional issues and concerns.
- Applies a variety of assessment protocols; interprets data, facts, procedures, and alternatives in educational programming for students with disabilities.
- Meets frequently with school administrators, teachers, other educational staff and parents to communicate information, review data and develop alternative problem solutions.
- Consults with educators, parents, children and other professionals & agencies.
- Provides functional assessments that are relevant to the presenting problem and student characteristics, and are intervention-oriented.
- Develops individualized or system-level interventions that improve or resolve the identified problems and/or concerns.
- Provides support, instruction, technical assistance and ongoing monitoring of progress toward measurable identified goals.
- Provides individual and group counseling to children and their parents.
- Provides staff development through membership in professional organizations, in-services, consulting and research.
- Becomes involved in research, interpretation of research, and implementation of research-based strategies from resolution of student problems/concerns.
- Collaborates and communicates with other professionals to improve student services.
- Engages in public awareness activities that assist consumers in understanding services and the anticipated outcomes of these services.
- Acts in concern of legal requirements and ethical codes of the professions.
- Participates in interdisciplinary staffing to determine the eligibility, appropriate planning and reevaluation for students who require special education programs and services.
- Serves as an advocate for all children and youth.
- Assists administrators in determining school psychological services.
- Participates in multi-disciplinary referral meetings.
- Determines appropriate placement with the multi-disciplinary team and contributes to the development of IEPs.
- Assists in Child Find testing activities.
- Establishes effective organizational, public and community relationships.
- Communicates effectively orally and in written form.
- *Only minimum duties are listed. Other functions may be required as given or assigned by the Building Principal and/or Special Education Coordinator.*

### **QUALIFICATIONS:**

- Valid Montana licensure as a School Psychologist.
- Two (2) years of successful experience as a school psychologist preferred.
- Classroom teaching or counseling at the elementary or secondary school level, or
- Experience equivalent to the completion of a Master's or higher degree in psychology, counseling, guidance or closely related field preferred.
- Ability to manage stressful situations.

**EQUIPMENT USED:** Computer, calculator, copier, telephone/voice mail, fax machine.

**WORK ENVIRONMENT:** While performing the duties of this job, the employee regularly works inside and occasionally outdoors traveling to work locations. The employee must be able to meet deadlines with severe time constraints, work both individually and as a team member, manage multiple tasks, prioritize work load, manage interruptions to work, and handle conflict resolution with students. The noise level in the work environment is usually moderate but may vary.

**PHYSICAL DEMANDS:** While performing the duties of this job, the employee is frequently required to sit, walk, and stand; twist at neck and waist; kneel. Specific vision abilities required by this job include close vision, distance vision, depth perception, and the ability to adjust focus. The employee is required to be able to hear conversations in quiet environments. May be required to lift or move up to 20 lbs.

### **MENTAL/MOTOR DEMANDS:**

While performing the duties of this position, the employee rarely performs routine work. The employee frequently exercises flexibility

(ability to shift from one task to another). Guidance and reinforcement are infrequently available. The employee frequently works within time constraints and maintains attentiveness intensity. The employee is frequently involved in social interactions which require oral and written communications.

*The physical demands, work environment characteristics, and mental/motor demands described within this job description are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individual s with disabilities to perform the essential functions.*

**IMMEDIATE SUPERVISOR:** BUILDING PRINCIPAL and/or SPECIAL EDUCATION COORDINATOR.

**EVALUATION:** Performance of this job will be evaluated in accordance with established provisions.

**TERMS OF EMPLOYMENT:** Salary, benefits, and other working conditions as negotiated by the Missoula County Public Schools Board of Trustees and the MEA.

**AN EQUAL OPPORTUNITY EMPLOYER**