

North County Joint Union School District
500 Spring Grove Road
Hollister, CA 95023

SCHOOL PSYCHOLOGIST

JOB TITLE: School Psychologist

SALARY: See School Psychologist Salary Schedule

DAYS: 187 Days per year

Description of Basic Functions and Responsibilities:

Under the direction of and in close cooperation with the District Administration, the School Psychologist, provides psychological services to pupils, parents, and school staff and will serve a wide range of student needs within the school. This includes prevention, intervention, counseling, consultation, assessment, and opportunities to participate in program evaluation.

Directly Responsible To:

Director of Special Education/Administrative District Psychologist
Superintendent/Principal

Examples of Duties

1. Functions in a manner that would promote prevention of school failure for students.
2. Consults with teachers about pupils, class management, and appropriate learning experiences.
3. Attends and participates in Student Success Team meetings.
4. Develops, or participates in the development of staff in-services.
5. Administers to pupils (on an individual basis) intelligence tests, language tests, adaptive functioning assessments, achievement tests, personality tests, tests to measure perceptual and motor development, and/or other tests, as appropriate to aid the IEP team in determining special education eligibility.
6. Evaluates and interprets all testing and assessments and participates in the determination of special education eligibility. Makes recommendations to aid in the educational planning for individuals with exceptional needs.
7. Interprets assessment finding to parents/professionals.
8. Counsels parents/professionals regarding pupil progress, response to interventions, potential, achievement level, personality adjustment, social skills, and learning difficulties.
9. Recommends to parents/professionals ways of helping the pupil and resources from which they may seek further assistance.
10. Consults with other agencies and with other psychologists, counselors, psychiatrists, school districts, and physicians for the purpose of correlating all available information regarding individuals with exceptional needs, as appropriate.
11. Counsels with individual pupils regarding assessments, academic, social, and/or emotional problems.

12. Writes assessment reports and completes psychological portions of IEP's and provides assessment results to case manager in a timely manner prior to the IEP.
13. Conducts crisis counseling as necessary.
14. Confers with professional staff on finding of individual tests and helps them in their efforts to better understand and provide services to each pupil.
15. Consults with parents, teachers, administrators, and other school personnel to assist with the delivery of services to special needs students.
16. Maintains professional competence through participation in in-service activities provided by the District and/or other professional growth activities.
17. Provides the assigned schools with awareness of compliance with state and federal regulations. May participate in District and State Coordinated Compliance Reviews, as scheduled.
18. Participates and provides assessment support for initial, transfer-in, triennial and manifestation IEP's. Participates in review IEP's when appropriate.
19. Maintains student confidential files.
20. Attends District and other staff meetings as required.
21. Participates in IEP meetings.
22. Is familiar with the following resources and/or procedures:
 - a. Special programs in the District
 - b. Staff development
 - c. Staff meetings
 - d. Board of Trustees
 - e. Community agencies
23. Coordinates and facilitates research-based:
 - a. Group counseling
 - b. Individual counseling
 - c. Parent education, conferencing
 - d. Conflict management programs (anti-bullying programs, conflict resolution)
 - e. Crisis management/intervention programs
 - f. Behavior management and intervention plans
 - g. Legal mandates for School Psychologists
24. Maintains timely, regular, and consistent attendance at work.
25. Performs other duties as assigned.

Required Qualifications:

1. Hold a California Pupil Personnel Services Credential.
2. Have knowledge of modern psychological principles, processes, and techniques.
3. Hold a valid California Driver's License.
4. Master's Degree in an educationally related field preferred.

Training, Experience and Educational Requirements

1. Ability to plan, organize, coordinate, and prepare clear, accurate, and timely written and oral reports; interpret, apply, and explain legal and procedural requirements.
2. Communicate and interact effectively and professionally under pressure.
3. Willingness to learn therapeutic techniques in the school-setting.
4. Proven abilities in communicating effectively with diverse populations both orally and in writing.
5. Has knowledge of current testing practices, procedures, and assessment methods related to student assessment and psychology.
6. Possesses effective individual and group counseling techniques.
7. Has knowledge of federal and state laws and regulations regarding special education.
8. Has knowledge of IEP preparation and implementation methods and procedures.
9. Maintain professional, accurate confidential records regarding individual students, their assessments, observations, and specific interventions.
10. Maintain professional confidentiality and works collaboratively with peers
11. Maintain professional competencies in areas of responsibility through on-going professional development and serve as a resource to district staff regarding emerging issues or strategies for assisting students in need.
12. Ability to formally evaluate students to determine eligibility for Special Education Services or appropriate classroom accommodations.
13. Ability to provide academic, personal, and social counseling to students.
14. Ability to work collaboratively with teachers, administrators, and school community.
15. Knowledge of child development and principles of learning.
16. Knowledge of cognitive, behavioral, and processing assessment instruments.
17. Experience conducting complete psycho-educational evaluations and presenting the findings.
18. Knowledge of trauma informed practices.
19. Work independently with minimal supervision.
20. Work with District personnel and the general public in a pleasant and cooperative manner.
21. Has knowledge of computer technology and is able to utilize standard office software programs proficiently

Physical Demands of Position:

The following essential physical requirements:

1. Seldom
2. Occasional
3. Often
4. Frequent

1. Ability to stand or sit for prolonged periods of time. (4)
2. Ability to sit in chairs and/or floor and lean over desks for prolonged periods of time. (4)
3. Ability to walk, twist, turn, squat, crawl, stoop, crouch, kneel, bend over, grasp, reach overhead, push and pull. (4)
4. Ability to hear and understand speech at normal levels. (4)

5. Ability to read. (4)
6. Ability to communicate so others will be able to clearly understand normal conversation. (4)
7. Ability to grasp and manipulate small objects. (2)
8. Ability to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard. (3)
9. Physical strength sufficient to periodically lift and/or carry 50 pounds; occasionally lift 80 or more pounds with assistance. (3)
10. Lift, push and /or move up to 75 pounds of static weight. (1)
11. Occasionally push and/or pull a variety of tools, equipment, or objects weighing 80 or more pounds. (2)
12. Ability to restrain a student with proper training provided. (3)
13. Mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make value judgments and decisions. (3)

Work Environment:

1. Inside and outside
2. School environment
3. Physical, mental, and emotional stamina to perform the duties and responsibilities of the position.
4. Ability to deal with both adults and students.

Work Hazards:

1. Subject to exposure to communicable or infectious diseases.