

Job Description
School Psychologist (Grades PK -12)

Position Purpose

Under the general supervision of the Director of Exceptional 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 learning or mental health challenges.

Essential Performance Responsibilities

- Conducts psychological/psychoeducational assessments, testing and diagnostic examinations of students for the purpose of recommending courses of action or corrective procedures to maximize learning and overcome psychological issues.
- Conducts individual, group or facilitative therapy for students whose diagnosed challenges would benefit from behavior modification or differentiated instruction in collaboration with other student support services.
- Assists with the identification and placement of all types of exceptional students.
- Coordinates with administrators, related service providers, 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 Student Intervention Team, MET, IEP, and other meetings as needed for students with special needs, and students suspected of having 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.
- Serves as a resource for crisis intervention and crisis counseling.
- 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, positive behavior supports, etc., and current developments in child psychology.
- Knowledge of differentiated instruction, and research-based instructional and behavior strategies.
- 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:
- State of Arizona Certification as a 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.
- Ed. Specialist Degree in Psychology.
- Ph.D. in Psychology.

Experience

Successful prior teaching experience for the appropriate grade level preferred.

FLSA Status: Exempt