

Eagle Butte Public School District 20-1

JOB DESCRIPTION

JOB TITLE: School Psychologist

REQUIREMENTS:

- A. Education Level: Master's degree or Education Specialist degree in School Psychology; South Dakota Certification or licensure; South Dakota Teacher Certificate
- B. Experience Desired: Successful internship in school psychology
- C. Physical Requirements: Constant hearing, hand-eye and mind-eye coordination; frequent repetitive motions with wrists, hands and fingers, scheduling, sitting, speaking, walking, talking and writing are required. The ability to drive a car is required.
- D. : Excellent oral and written communication skills. Skills in human relations, leadership and conflict management. Competence in completing assessments, developing interventions, and consulting with others. Knowledgeable of teaching techniques that meet the diverse needs of students. Demonstrated skills in computer word processing, spreadsheets and databases. Knowledge in implementation of IEP process and special education law. Training in assessment and interpretation of information.

REPORTS TO: Special Education Coordinator

RECEIVED GUIDANCE FROM: Special Education Coordinator, District Superintendent

ESSENTIAL FUNCTIONS & DUTIES:

1. Conducts individual psychometric assessments of students.
2. Prepares evaluation reports to be shared with evaluation teams and parents.
3. Participates in building evaluation team meetings to recommend eligibility for special education and plan interventions for students.
4. Participates in parent conferences and IEP meetings and communicates with parents as needed.
5. Utilizes evaluation and intervention techniques consistent with current professional standards.
6. Builds good interpersonal relationships and establishes positive rapport with students, colleagues, administrators and parents.
7. Establishes student success as a primary goal and provides opportunities for students to experience success. Contributes to a learning climate that promotes the orderly behavior of students while maintaining the dignity and positive self-concept of each student.
8. Consults with teachers, parents and school personnel to enhance students' learning, social and behavioral skills.
9. Works directly with students or families to help solve problems related to learning and adjustment.
10. Seeks out and participates in professional staff growth experiences.
11. Provides counseling, social skills training, behavior management and other interventions.

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12. Assists families with difficult crises such as separation or loss.
13. Evaluates the effectiveness of academic programs, behavior management procedures and other services provided in the school setting.
14. Conducts research to generate new knowledge to improve learning and behavior.
15. Participates in school and District committees and abides by Board policies, rules, and special education guidelines.
16. Maintain the confidentiality of students and their families.
17. Performs other duties as assigned by supervisors.

EVALUATED QUALIFICATIONS:

1. Planning & Preparation

- Demonstrating knowledge and skill in using psychological instruments to evaluate students
- Demonstrating knowledge of child and adolescent development and psychopathology
- Establishing goals for the psychology program appropriate to the setting and the students served
- Demonstrating knowledge of state and federal regulations and of resources both within and beyond the school and district
- Planning the psychology program, integrated with the regular school program, to meet the needs of individual students and including prevention
- Developing a plan to evaluate the psychology program

2. The Environment

- Establishing a culture for positive mental health throughout the school
- Establishing and maintaining clear procedures for referrals
- Establishing standards of conduct in the testing center
- Organizing physical space for testing of students and storage of materials

3. Delivery of Services

- Responding to referrals; consulting with teachers and administrators
- Evaluating student needs in compliance with National Association of School Psychologists (NASP) guidelines
- Chairing evaluation team
- Planning interventions to maximize students' likelihood of success
- Maintaining contact with physicians and community mental health service providers
- Demonstrating flexibility and responsiveness

4. Professional Responsibilities

- Reflecting on practice
- Communicating with families
- Maintaining accurate records
- Participating in a professional community
- Engaging in professional development
- Showing professionalism

5. Follow District and building policies and procedures

6. Support of District goals

JOB SPECIFIC PROFESSIONAL RESPONSIBILITIES:

- Models effective teaching strategies, specifically in the application of strategies to develop 21st Century skills
- Participates in professional learning communities to enhance student achievement
- Communicates consistently and positively with staff
- Maintains confidentiality at all times
- Demonstrates commitment through practice, the philosophy of being a life-long and continual learner