



Educational Diagnostician

Position Description:

Reporting to the Director of Pupil Appraisal in the Student Support Unit, the Educational Diagnostician provides direct services to local schools, focusing on consultation/support of intervention services, evaluations as described by law, and in-service. The Educational Diagnostician also assists the Director of Pupil Appraisal in collecting and compiling data as needed for district, state, and federal reports.

Reports To:

Director of Pupil Appraisal

Scope of Responsibility:

- Explains and interprets the intervention, referral, screening and evaluation process to parents, teachers, principals and school system personnel.
- Administers, interprets, scores, and records findings of a variety of assessment/diagnostic instruments/tests.
- Procures necessary information pertinent to individual student case studies.
- Coordinates individual student evaluations as assigned or designated and submits within specified timelines.
- Participates in interpreting test results and in planning appropriate programs for individual children.
- Communicates findings and recommendations to parents and appropriate school personnel.
- Acts as a Psycho-Educational Consultant to schools in developing preventive strategies for children needing special services.
- Organizes and conducts in-service training with school personnel.
- Attends and participates in all A/BIT meetings.
- Establishes working relationships with professionals and community agencies.
- Observes student in classroom or on campus behaviors, consulting with teachers regarding professional recommendations and impressions.
- Consults with teachers, parents and appropriate persons regarding the significance of psychological data to the learning and/or behavioral process.
- Leads parent training groups for parents of students with disabilities as appropriate.
- Functions as evaluation coordinator for designated, referred students.
- Participates in special education eligibility determinations when possible.
- Maintains accurate case records on all children regarding enrollment in the educational assessment program, initial screening and individual evaluation, and other services provided by the School Psychologist in accordance with the requirements of parish, state, and federal laws, regulations, and/or policies.
- Reviews private vendor evaluations, monitors system evaluations and completes appropriate documentation.

- Conducts functional behavioral assessments and develops/monitors behavior intervention plans for students as needed.
- Performs other duties as assigned by the Director of Pupil Appraisal.

Skills and Qualifications:

We seek detail-oriented, independent self-starters who demonstrate an unwavering commitment to raising student achievement and who have a record of high performance in challenging situations. Successful candidates will also demonstrate:

- Master’s degree required.
- Appropriate certification as an Educational Diagnostician as described in *Bulletin 746* of the Louisiana Department of Education.
- Demonstrated experience in developing/implementing interventions and conducting evaluations.
- Strong communication skills in multiple settings and the ability to be an engaging change agent and culture-creator that can inspire and motivate.
- Exceptional analytical and problem-solving skills, with an ability to use quantitative and qualitative data to make decisions and recommendations.
- Collaborative management style, with a proven track record of working with diverse individuals at all levels to drive decision-making and results.
- High degree of professionalism, with the ability to manage multiple competing priorities, while consistently demonstrating sound judgment and disciplined thinking.
- Working knowledge of federal/state laws and regulations as well as JPPSS policies relevant to special education.

Desirable Qualifications:

- Advanced degree
- Certification in Special Education

Physical Involvement:

Sitting is required part of each work day. Must be able to operate office equipment. Standing, walking, reaching, bending, lifting up to 10 pounds is sometimes required. Ability to provide own transportation to schools, work locations and meeting sites. Mobility skills necessary to access a variety of work locations.

Compensation:

JPPSS offers a competitive salary that is commensurate with experience and a competitive benefits package.

Agreed and Accepted:

Employee Name

Employer Name

Employee Signature

Date

Employer Signature

Date