

**CAROLINE COUNTY PUBLIC SCHOOLS
POSITION DESCRIPTION
Job Description: Special Education Educational Diagnostician**

JOB TITLE: Special Education Educational Diagnostician	LOCATION: School Board Office
IMMEDIATE SUPERVISOR: Director of Exceptional Education	WORK SCHEDULE: 210 Days PAY GRADE: Teacher Scale
SPECIAL REQUIREMENTS: None	FLSA STATUS: Exempt
<p>EDUCATION/EXPERIENCE: Bachelor's degree from an accredited institution</p> <p>Must hold a Virginia Teacher license with endorsement in Special Education</p> <p>One to three years successful teaching experience is required</p> <p>Prior training or experience in diagnostic testing is strongly preferred</p>	

JOB QUALIFICATIONS:

Considerable knowledge in all areas of exceptionalities; federal, state and local regulations and of current instructional strategies. Working knowledge of the Standards of Learning and educational content in Virginia Public Schools. Demonstrated ability to interpret and report assessment results. Demonstrated ability to administer and interpret diagnostic, criterion-referenced measures and in the identification of learning aptitudes. Demonstrated ability to communicate effectively, orally and in writing. Demonstrated ability in individual and group decision making, problem analysis, conflict resolution and the ability to collaborate with other therapeutic and instructional personnel.

JOB GOAL:

Provides educational assessments of students referred to the child study committee including classroom observations and the administration of diagnostic tests. Work is performed under general supervision within specific program objectives and policies; employee communicates and coordinates with others to ensure program effectiveness. Daily contacts are made with instructional and administrative personnel as well as persons and resource personnel outside of the school system.

PERFORMANCE RESPONSIBILITIES:

- Consults with teachers, administrators, parents and other professionals regarding student's educational needs.
- Reviews student educational records.
- Interprets behavioral observations which impact educational performance.

- Administers tests and interprets results.
- Compiles, maintains and files all educational reports and other documents as required.
- Communicates diagnostic findings to administrators, teachers, parents and other professionals.
- Provides input to the IEP committee regarding student's academic strengths and weaknesses based on educational testing.
- Works collaboratively with other assessment and school personnel to determine eligibility for special education services.
- Develops and maintains effective individual and group relationships with students, parents and professional colleagues.
- Maintains confidentiality of all information for the purpose of protection of students, staff, parents and district.
- Assists in the selection of assessment materials and equipment.
- Performs other duties as assigned.