



# Psychologist

**Reports to:** Director

**Division:** Student Services

**Structure/Grade:** Z - Schedule

**Workdays:** 190 Days

## Position Summary

Deliver a comprehensive range of psychological services, including psycho-educational assessments, crisis intervention, and counseling, while collaborating with stakeholders to enhance student success and ensure compliance with legal standards. Provide specialized evaluation and consultation to the Individualized Education Program (IEP) team. Demonstrate expertise in the field, coordinate resources, and manage moderately complex projects. Create action plans to achieve desired outcomes.

## Essential Job Duties

- Serve as an internal subject matter expert, frequently advising others on complex matters.
- Complete work that requires in-depth analysis to understand and solve problems that span a wide range of difficult and unique issues.
- Conduct comprehensive psycho-educational evaluations to determine special education eligibility.
- Collaborate with students, teachers, and parents to enhance student learning and success.
- Monitor student progress and provide regular updates to relevant stakeholders.
- Respond to crisis situations effectively, managing interventions as required.
- Engage in problem-solving that addresses a wide range of difficult and unique challenges faced by students.
- Recommend solutions that influence future actions and align with the institution's cultural values, ensuring decisions support overall educational goals.
- Perform additional duties as assigned.

## Qualifications

- Master's Degree in Education, Psychology, Counseling, or closely related area from a Georgia Professional Standards approved accredited college or university required.
- Minimum one (1) year of professional level psychometrics, school psychology, counseling, or closely related experience required.
- Valid Professional Standards Commission approved certificate in psychology at level S-5 or above or valid licensure as a clinical psychologist issued by the State of Georgia required.

## Knowledge, Skills, and Abilities

- Knowledge of compliance regulations and standards
- Knowledge of psycho-educational assessments
- Ability to develop research-based classroom interventions
- Ability to recommend solutions to management that may influence a future course of action, aligning with cultural values
- Ability to manage moderately complex projects, programs, or processes
- Ability to coordinate resources across departments to achieve desired outcomes



- Ability to create own action plans to achieve desired outcomes, aligned with project/process goals for the department
- Ability to collaborate and communicate effectively with a wide variety of constituents, with the ability to take the initiative to continually develop relevant skills
- Ability to pursue opportunities to solve problems and take action while maintaining the ability to manage work
- Ability to network with key contacts outside own area of expertise

### Physical Demands and Work Environment

- Constantly required to exchange accurate information.
- Constantly operates a computer and other office machinery.
- Constantly observes details at close range.
- Frequently remains in a stationary position.
- Occasionally moves about inside a classroom or similar setting.
- Occasionally moves equipment weighing up to 25 pounds.
- Occasionally moves or otherwise maneuvers children weighing from 25 pounds to over 100 pounds.
- Occasionally operates a motor vehicle safely and legally, in accordance with applicable state and federal transportation laws.
- Must have a valid driver's license and clean driving record.
- Constantly works in an indoor environment.
- Occasionally exposed to loud noise levels.
- Occasionally exposed to bodily fluids and communicable diseases.

By signing below, I agree that I have read and understand the requirements and the essential functions of this position.

Employee: \_\_\_\_\_ Date: \_\_\_\_\_

*Disclaimer: Information contained within this position specification only summarizes information for interested individuals. The statements herein are intended to describe the general nature and level of work being performed by the employee in this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of a person in this position. If there is a discrepancy between the information in this position specification, the current documents obtained in the Division of Human Resources will always govern. The DeKalb County School District reserves the right to modify, alter, or discontinue these reference materials for any reason.*