





SOUTH WESTERN CITY SCHOOLS

614-801-3000 

www.swcsd.us 

3805 Marlane Drive
Grove City, OH 43123 

School Psychologist

Reviewed: March 2020

JOB TITLE: SCHOOL PSYCHOLOGIST

QUALIFICATIONS:

1. A master's degree or higher in psychology
2. Completion of one full year's supervised field experience
3. A valid Ohio certificate as a school psychologist


REPORTS TO: Director of Special Education

JOB GOAL: To provide psychological services in compliance with State and Federal laws and for the welfare of the children residing in the school district.


- RESPONSIBILITIES:**
- A. As a Child Study specialist:
 1. Carries out the mandates of Public Law 94-142 with regard to the identification, education, and support services of handicapped students or students suspected of being handicapped;
 2. Performs re-evaluations of above according to State Department of Education standards (every 3 years or sooner when team request);
 3. Provides psychological screenings for those students referred for consultation or evaluation;
 4. Assist in planning intervention programs for students where applicable as part of consultation or evaluation;
 5. Follows up on previous year's referrals to determine ongoing needs; and
 6. Administers psychological evaluation for students whose parents request early entrance to kindergarten according to South-Western City Schools Board policy.
 - B. As a Teacher Consultant:
 1. Confers with teachers about classroom problems and offers suggestions which may make a regular referral unnecessary instruction, (student or classroom management);
 2. Discusses each referred student after evaluation and develops cooperative plan for future use in either the regular class or in a special class;
 3. Plans and conducts joint teacher-parent-psychologist conferences where applicable;
 4. Interprets psychological report findings and recommendations about specific students or techniques as part of the ETR; and
 5. Acquaints teacher with any special program or technique which might facilitate children's learning in school.
 - C. As Administrative Consultant:
 1. Prepares and presents inservice program for either administrators and/or their staffs in the individual buildings;
 2. Confers about student referrals, parent contacts and building mental health needs in preparation for inservice programs or teacher/parent conferences; and
 3. Offers programs for inservice of staff in behavior modification, classroom management, or building self-esteem, where applicable and implements these with ongoing monitoring.
 - D. As a Parent Consultant:



SOUTH WESTERN CITY SCHOOLS

614-801-3000 

www.swcsd.us 

3805 Marlane Drive
Grove City, OH 43123 

1. Conducts parent conferences for each student referred for psychological evaluation;
 2. Offers group parent meetings for discussion purposes or to train in behavioral strategies; and
 3. Acts as consultant-counselor for parents concerned about their child's needs as they relate to school.
- E. In the area of Preventive Programs:
1. Presents specific programs for parents regarding understanding their children at different stages of development; and
 2. Presents programs for school classes such as "positive mental health", "psychology", and "drug involvement".
- F. As Community Agency Liaison:
1. Confers regarding students whom school has referred for contact; and
 2. Plans programs of interest to teachers, students, or parents where school and community agency offer joint or panel services.
- G. As a Professional Staff Member:
1. Attends and participates in regularly scheduled psychological staff meetings;
 2. Meets with other administrative staff members developing cooperative recommendations; such as placement in a special class or various programs of special interest to aid in growth and development of staff and students; and
 3. Attends professional meetings, continuing education, maintains contact with professional journals, etc., for professional growth.

The South-Western City School District is an Equal Opportunity Employer and as such does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, military status, ancestry, genetic information (collectively, "Protected Classes"), or any other legally protected category in its programs and activities, including employment opportunities.