

**POSITION TITLE:**

School Psychologist

**REPORTS TO:**

Special Education Director

**BASIC RESPONSIBILITIES:**

DEPARTMENT GOAL: To provide all students with a school program that will prepare them to develop skills in order to achieve success in school, live successful and rewarding lives, and develop into contributing members of our society.

**QUALIFICATIONS:**

**Education Required:**

Education Specialist or Doctorate in School Psychology

Will Consider: Master's Degree in School Psychology (internship year)

**Licensure/Certification:**

Licensure as a MN School Psychologist or ability to obtain license

Preferred: Nationally Certified School Psychologist

**Experience Preferred:**

Previous experience as a School Psychologist

**Skills Required:**

Organizational and time management skills to manage multiple projects independently

Ability to work collaboratively on a team

Strong verbal and written communication skills

Solution-focused problem solving skills

Adept in learning and using new technology

Positive student supervision skills

**Skills Preferred:**

Crisis intervention skills and mediation skills

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School Psychologist

**DUTIES:**

**Special Education**

1. Know and implement all due process requirements for all aspects of the evaluation process
2. Facilitate Teacher Assistance Teams and Child Study Teams within each building to assist in coordinating the reevaluation process for students receiving special education and related services
3. Ability to gather and interpret data
4. Determine appropriate testing instruments to use with identified students
5. Administer and score a variety of standardized testing instruments to address intellectual, academic, behavioral and functional skill needs
6. Ability to write comprehensive and understandable evaluation reports
7. Provide consultation on special education due process to staff, parents, and community providers
8. Ability to work cooperatively and communicate effectively with staff, parents, and community providers on behavior and academic concerns
9. Assist special education staff with developing Functional Behavior Assessments (FBAs) and Behavior Intervention Plans (BIPs) as needed
10. Assist in the improvement of special education services (e.g. program evaluation, evaluation/service process, resource allocation, transitions), under the direction of the special education director
11. Plan and implement professional development opportunities
12. Participate on the Special Education Learning & Leadership Team (SLLT)

**District Level Support**

13. Participate in child find efforts by responding to referrals for initial special education evaluations for students suspected of having a disability
14. Assist in ensuring compliance with child find requirements related to the implementation of MTSS
15. Serve as a resource for building level initiatives such as Multi-Tiered System of Supports (MTSS) for both academic and social emotional learning
16. Participate in various data team meetings within each building

**Other Duties**

17. Other duties as assigned