

OAK GROVE SCHOOL DISTRICT 68
JOB DESCRIPTION

JOB TITLE/ASSIGNMENT

JOB TITLE: **LONG-TERM SUB SCHOOL PSYCHOLOGIST**
REPORTS TO: Building Principal/ Director of Special Services
Salary: \$266.55 per day

OVERVIEW OF THE POSITION

To provide excellence in education by assisting teachers, parents, and administrators with identifying, assessing, and developing effective alternatives for students experiencing difficulty in learning and behavioral areas.

RESPONSIBILITIES/DUTIES

ESSENTIAL JOB FUNCTIONS:

1. Possesses knowledge of District policies and regulations relating to areas of responsibilities
2. Participates in Pupil Personnel Team meetings for possible identification of screening candidates
3. Conducts individual psychological examinations and provides written reports on all students referred by the screening committee
4. Conducts mandatory three-year psychological re-evaluations and provides written reports on all special education students
5. Participates in all staff conferences of students having received psychological evaluation or re-evaluation, including hospital discharge
6. Provides consultation to teachers, related service staff members, administrators, and parents regarding assessment and interpretation
7. Demonstrates knowledge of special education legislation and acts in accordance with those mandates; follows policies and procedures of the District and maintains required records
8. Reports incidents (e.g. fights, suspected child abuse, suspected substance abuse, etc.) for the purpose of maintaining personal safety of students, providing a positive learning environment, and adhering to District and/or school policies
9. Participates in the District problem solving process
10. Provides both direct and indirect services to students and staff in crisis prevention and intervention
11. Presents in-service and training opportunities to educational personnel, parents and community members
12. Provides expertise in the areas of research methodology and design, program development, and program evaluation
13. Supports an effective and efficient MTSS process
14. Applies ethics and standards of professional practice in the delivery of school psychological services and observe relevant laws and policies that govern practice
15. Supports classroom teachers in developing interventions to students to support the teaching process and to maximize learning and adjustment of students
16. Performs other related duties as assigned by an administrator for the purpose of ensuring the efficient and effective functioning of the school and the district

REQUIREMENTS

- Valid Illinois Professional Educators License (PEL) with School Psychologist endorsement
- Successful intern experience is required; successful experience as a School Psychologist preferred
- Specialized training as needed