

## **Cardinal Local School District School Psychologist**

### **Qualifications:**

1. Be of good moral character as evidenced by the absence of any criminal or unethical convictions, or rehabilitation to the satisfaction of the Board of Education.
2. Be of general good health and emotional stability.
3. Take pride in personal appearance by being well-groomed and wearing appropriate apparel.
4. Possess the ability to work cooperatively, function harmoniously and communicate effectively with others.
5. Possess the qualities of initiative, responsibility and reliability.
6. Valid Ohio license as a School Psychologist
7. Ability to adjust to changes in daily routines and to cope with emergency situations.

### **Reports To:**

Director of Pupil Services

### **Job Goals:**

Under the direction of the Director of Pupil Services the School Psychologist will assist in providing psychological services to school-aged children ranging from testing/assessment to communication with families and staff.

### **Essential Performance Responsibilities:**

1. Keep informed of trends and issues as well as local, state, and federal mandates, policies, standards and laws regarding programs and services for children with disabilities. Possess knowledge of preschool laws and assessments as needed.
2. Provide information to district representatives regarding relevant local, state, and federal mandates and other topics essential for the delivery of psychology services.
3. Provide school psychologist services in accordance with state and federal guidelines to include:
  - A. Providing the intensive psychoeducational evaluation of individual children identified as or thought to be disabled.
  - B. Contributing to the written report of the evaluation team and delineating the results of the psycho-educational evaluation for consideration in the development of the IEP for each disabled child studied.
  - C. Contributing to a multifaceted evaluation, utilizing diagnostic instruments and techniques appropriate for the area of disability or suspected disability, as a part of the multidisciplinary team.
  - D. Consulting with teachers, parents, community agencies, and other educational personnel on matters relating to the education and/or mental health of children to ensure the provision of the most appropriate education program.
  - E. Counseling individually and in groups with disabled students and/or parents. The counseling shall be accompanied by written procedures, which include the intake interview, the structure of counseling, and criteria for selection.
  - F. Administration and scoring of appropriate measures of intellect, achievement, fine and gross motor coordination, adaptive behavior communication skills, personality, and social-emotional adjustment.
  - G. Evaluations may take place in non-school settings, when required.

H. Link assessment results to intervention strategies to meet the individual needs of the student.

- 4. Assist district representatives with the implementation of a collaborative approach to problem solving.
- 5. Assist with the maintenance of student study files and monitoring the growth of students previously evaluated.

Provide the district with expertise by:

A. Assisting with group testing programs.

B. Participating in:

- 1. Curriculum and program development and evaluation.
- 2. Planning, preparing, and implementing in-service programs.
- 3. Educational research activities.
- 4. Pupil personnel policies, and other matters relating to the adjustment of the individual child in the school setting.

- 6. Attend meetings and complete forms necessary for the quality operation of school psychology services to students.
- 7. Strive to maintain a positive relationship with parents, districts, and service providers.
- 8. Perform other related duties as assigned by the appropriate administrator/supervisor.

CONTRACT SPECIFICATIONS:

Evaluation will be completed by the Director of Pupil Services, or designee, using the Board of Education approved evaluation instrument. The evaluation instrument will reflect the job description.

I have read the above job description and understand my job responsibilities as stated.

\_\_\_\_\_  
Employee

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Date