



Rock Island-Milan School District 41

**JOB DESCRIPTION**

School Psychologist

**POSITION INFORMATION:**

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| <b>POSITION TITLE</b>                           | School Psychologist   |
| <b>DATE CREATED/AMENDED</b>                     | January 29, 2020/April 27, 2026   |
| <b>DEPARTMENT</b>                               | Department of Student Services  |
| <b>LOCATION</b>                                 | Building Assignment   |
| <b>FULL-TIME/PART-TIME</b>                      | Full-Time   |
| <b>APPOINTMENT TERM</b>                         | 9-Months  |
| <b>FLSA: EXEMPT or NON-EXEMPT</b>               | Exempt  |
| <b>REPORTS TO: TITLE of POSITION SUPERVISOR</b> | Director of Student Services with assigned building Principal                   |
| <b>OTHER INFORMATION</b>                        | Rock Island, Illinois Education Association (RI-IEA) Bargaining Agent/Agreement |

**POSITION SUMMARY INFORMATION:**

*Works to support the success of students academically, socially, behaviorally, and emotionally. Collaborates with educators, parents, and other professionals to create safe, healthy, and supportive learning environments that strengthen connections between home, school, and community for all students. Identifies and assesses the learning, development, and adjustment characteristics and needs for individuals and groups, as well as the environmental factors that affect learning and adjustment. Assists in the planning, developing and evaluating programs to meet identified learning and adjustment needs. Delivers a planned and coordinated program of psychological services.*

**Functions and Responsibilities:**

- Conducts diagnostic studies to identify a child’s needs, limitations, and potentials. Observing the child in the classroom and at play, studying school records, consulting with parents and school personnel, and administering and interpreting diagnostic findings.
- Plans special placement or other treatment programs.

- Counsels pupils individually and in groups to assist pupils in achieving personal, social, and emotional support.
- Carries out research to aid in the introduction of programs in schools to meet the current psychological, educational, and sociological needs of children.
- Advises teachers and other school personnel on methods to enhance school and classroom atmosphere to provide a motivating educational environment.
- Refers individuals to community agencies to secure medical, vocational, or social services for children or family.
- Participates in planning remedial classes and testing programs designed to meet the needs of students.
- Serves as a consultant to the school board, superintendent, administrative committees, and parent-teacher groups in matters involving psychological services within the educational system or school.
- Provide counseling, instruction, and mentoring for those struggling with social, emotional, and behavioral problems.
- Collect and analyze data related to school improvement, student outcomes, and accountability requirements of a School Psychologist.
- Implement school-wide prevention programs that help maintain positive school climates conducive to learning.

**Required Education:**

- An Illinois school psychologist must complete a graduate program that confers at least a Master's degree. The program may be in school psychology or educational psychology; if the latter, a specialization in school psychology.
- Masters in School Psychology

**Certifications, Licenses:**

- Professional Education License (PEL) from the Illinois State Board of Education
- School Psychologist Endorsement

**Required Experience/Qualifications:**

Incumbents must have successful experience working with culturally diverse families and communities or have otherwise demonstrated a commitment to strengthening the engagement of a diverse community and skill in communicating with a diverse population.

**Required Knowledge, Skills, and/or Abilities**

- Skilled in collaboration-working with building problem solving teams.
- Knowledge of assessment methods; systematic processes to collect data, translate assessment results into empirically-based decisions about service delivery, and evaluate outcomes of services.

- Knowledge of learning processes, appropriate instructional interventions to meet students' needs, and the ability to implement and assess their effectiveness.
- Knowledge of behavioral mental health, collaborative and/or consultation models and methods and their application.

**Physical Demands/Work Environment:**

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling; and significant fine finger dexterity. Generally the job requires 20% sitting, 40% walking, and 40% standing. The job is performed under minimal temperature variations and is generally a hazard free environment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Acknowledgements:**

The above job description is not intended to be an all-inclusive list of duties and standards of the position. Incumbents will follow any other directives, and perform any other related duties as assigned by the Superintendent.

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Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date