

# SPEED JOB DESCRIPTION

**Job Title**

School Psychologist

**Supervisor**

Principal/Program Supervisor

**Position Guide**

Certified – Non Exempt

**Salary Range**

Teacher Scale plus 10%

**Qualifications:**

- Holds an Illinois Professional Education License with School Psychologist endorsement.
- Demonstrates excellence in verbal and written communications.
- Experience with collaborative groups and processes in a student-centered environment.
- Other qualifications of academic, professional, and personal excellence as the SPEED Governing Board may specify.

**Essential Duties**

1. Demonstrates solid knowledge of child and adolescent development, diverse learner characteristics, and/or disabilities that impact student functioning to address individual student or school wide student needs. Counseling and remedial measures as appropriate to the developmental needs of students, individually or in groups.
2. Demonstrates and applies a solid understanding of research-based interventions, problem solving processes, and assessment techniques to address Child Find responsibilities. Collects and interprets pertinent information, and clearly delivers the results/interpretation at team meeting and/or IEP meeting.
3. Uses the IEP process and procedures, as per state and federal law, to determine eligibility for special education and to develop an appropriate IEP to meet identified student needs. Supports parental understanding of student's educational needs. Maintains appropriate records.
4. Collaborates with team members including administrators and/or parents to develop appropriate services for students. Understands, demonstrates and utilizes appropriate channels of communication. Consults with teachers, staff, and parents to address learning and behavioral needs. Is knowledgeable of the FBA/BIP and RTI process. Is knowledgeable of the processes to address mandated reporter, suicide prevention, crisis management, bullying and other social emotional needs of the school community. Serves as a resource to parents and staff regarding resources for mental health and academic concerns.
5. Seeks appropriate in-service and professional development. Provides appropriate in-service to staff, parents and community groups as needed.
6. Works within the policies and regulations of the SPEED Governing Board and member school districts; Illinois public acts and regulations as described by the Illinois State Board of Education (ISBE) and serviced by the South Cook-ISC4; and applicable Federal laws, regulations and guidelines applicable to the education of students.
7. Responsible for the safety and well-being of students under his/her supervision.
8. Responsible for understanding and working within Board of Education policy when assigned to a SPEED member school.
9. Other duties may be assigned.

**Job Responsibilities**

1. Makes professional decisions that demonstrate support of the mission, goals and best interest of SPEED.
2. Utilizes community, state and national resources where necessary to promote the safety and welfare of students.
3. Responsible for all assigned students and educational support staff as well as any assigned student teachers, interns, and volunteers working in the school for the welfare and safety of all students while in the classroom, on school grounds, during before and after-school activities.

4. Drive personal vehicle to assigned schools; maintain appropriate automobile insurance.
5. Other duties may be assigned.

**Skills/Competencies**

- Ability to read analyze and interpret documents including correspondence in print or electronic formats.
- Ability to establish and maintain effective working relationships with all members of the school community.
- Ability to communicate clearly and concisely in verbal or written form
- Ability to write reports as needed. The ability to effectively present information and respond to questions is required.
- Ability to perform essential duties within member school district requirements and SPEED policies.

**Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to...

- Sit, stand, talk and hear for extended periods of time, operate electronic equipment; and reach with hands and arms and will repeat actions with the same hand, arm or finger motion.
- Have vision abilities required include close vision, and the ability to adjust focus.
- To have regular lifting, carrying, bending, pushing, and/or pulling and significant finger dexterity actions.
- Ability to physically manage and/or restrain students weighing up to 250 pounds, with assistance, when needed.

**Ethics**

All district employees are expected to maintain a high level of ethical behavior and confidentiality of information regarding students, personnel, and all job related matters. In addition, all staff are expected to serve as a positive role model and work to ensure a safe building environment.

**Terms of Employment**

- 180 Days
- Collective Bargaining Agreement position

**Evaluation:**

Performance of this job will be evaluated in accordance with provisions of the SPEED Governing Board and the SPEED Collective Bargaining Agreement.

**Hiring Contact:** Human Resources Director – (708) 481-6100.

**ACKNOWLEDGEMENT FOR RECEIPT OF JOB DESCRIPTION**

I have received a copy of the Job Description and have read and understand its contents.

\_\_\_\_\_  
Employee Name (Please Print)

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Human Resources Signature

\_\_\_\_\_  
Date