

Poquoson City Public Schools
JOB DESCRIPTION

TITLE: SCHOOL PSYCHOLOGIST

This position is X or non-exempt

PRIMARY FUNCTION:

Provide psychological services to all schools and to children of residents of Poquoson in other institutions.

QUALIFICATIONS:

- Holds a postgraduate professional license in school psychology
- Possesses high moral standards and integrity
- Possesses strong oral and written communication skills
- Demonstrates professional and personal characteristics necessary for working effectively with children, parents, school personnel, and other members of the community
- Possesses ability to quickly learn and apply new technology
- Demonstrates strong organization and management skills
- Demonstrates ability to prepare and disseminate written reports within required timelines
- Possesses the ability to travel to more than one work location in the course of the day
- Possesses sufficient strength, agility, dexterity and mobility to carry out all performance responsibilities
- Possess knowledge of and the ability to employ effective behavioral, mental health, and collaborative and/or other consultation approaches
- Demonstrate expertise in field of mental health to include social, affective, and adaptive domains to assist with behavioral change

PERFORMANCE RESPONSIBILITIES:

- Serve as member of special education eligibility committees and child study teams
- Serve as a member on the Response to Intervention committees within each school and assist in data collection, data analysis to assist with data based decision-making
- Select and administer tests to children referred for consideration for special education services or for re-evaluation/triennial assessments
- Interpret test results to parents, school personnel, and community agencies
- Consult with school personnel, agency personnel, and parents on psychological matters involving students
- Provide family, group, or individual counseling services to referred students and families within the general education population
- Provide training and workshops to students, parents, school personnel, members of the community, and educational organizations
- Provide crisis intervention and collaborate with school personnel, parents, and the community in the aftermath of a crisis
- Provide teacher consultation and direct services to students with special needs that require more intensive services (i.e. IEP counseling, crisis intervention, modeling behavioral interventions to teachers)
- Conduct threat assessments and provide crisis intervention (including collaboration between school, home, and community based supports)

- Collaborate and coordinate with other agencies to provide comprehensive services to students
- Serve on school wide committees, task forces and school-based trans-disciplinary teams, when requested
- Maintain accurate, complete records as required by law, district policy and administrative regulation
- Perform other related duties as assigned

TERMS OF EMPLOYMENT:

Salary according to School Board Pay Plan

EVALUATION:

Reports to the Director of Student Services and is evaluated in accordance with School Board policy and administrative regulations on evaluation of licensed personnel

APPROVED BY SUPERINTENDENT