

Fountain-Ft. Carson School District Eight
Job Description

Job Title: **School Psychologist**
 Pay Schedule/Grade: **Certified**
 Prepared/Revised Date: **January 18, 2011**

Reports To: **Principal**
 FLSA Status: **Exempt**
 Work Year: **192 days**

SUMMARY: Responsible for facilitating learning and promoting the cognitive, social, and personal development of all students. Through screening and assessment, develops and implements appropriate interventions and programs to support the teaching process and to maximize learning and adjustment.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The frequency and percentage of time of duties may vary based on building assignment or department.*

Job Tasks Descriptions	Frequency
1. Use formal and informal assessment data about the student and his/her environment(s) in developing appropriate interventions and programs. Implement interventions and programs with students to support the teaching process and to maximize learning and adjustment.	D
2. Screen and evaluate referred children including selecting appropriate instruments, administering tests, observations, and writing reports which state the evaluation findings and provide for educational program recommendations. Identify and assess the learning, development, and adjustment characteristics and needs of individuals and groups, as well as, the environmental factors that affect learning and adjustment.	D
3. Participate as a member of the multi-disciplinary team and the individualized education program (IEP) committee contributing evaluation findings and collaborating on the child's educational plan.	D
4. Provide direct services through a variety of methods (e.g. individual counseling, group counseling, classroom presentations, co-teaching in general education settings, in-services to staff/parents, etc.) as needed.	D
5. Consult with parents, teachers, and other appropriate staff regarding the child's program and any adaptations/materials needed to facilitate improved performance in the classroom or at home.	D
6. Deliver a planned and coordinated program of psychological services.	D
7. Develop and maintain appropriate records and reports related to students and interventions/programs.	D
8. Assist in the planning, development, and evaluation of programs to meet identified learning and adjustment needs.	M
9. Participate in professional organizations, continuing education, and inservices to continually improve professional knowledge and skill.	M
10. Development and monitoring of behavior plans and implementation of positive behavior support strategies.	D
11. Perform other duties as assigned.	Ongoing

EDUCATION AND RELATED WORK EXPERIENCE:

- Educational Specialist degree or Doctorate in School Psychology. Doctorate preferred.
- Two years of experience in schools working with children. Experience as a School Psychologist preferred.

LICENSES, REGISTRATIONS or CERTIFICATIONS:

- Valid Colorado Professional license or the ability and necessary prerequisites to obtain a Professional license.
- Valid Colorado driver's license.
- Criminal background check required for hire.

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TECHNICAL SKILLS, KNOWLEDGE & ABILITIES:

- Advanced oral and written communication.
- Advanced interpersonal skills.
- Advanced time management, problem solving, and analytical skills.
- Strong organizational and multi-tasking skills.
- Fluency in second language preferred.
- Ability to maintain confidentiality in all aspects of the job.
- Advanced knowledge of children with special needs.
- Advanced knowledge of ethics and standards of professional practice in the delivery of school psychological services and federal, state, local legislation, regulations, policies, procedures, and laws that govern the practice.
- Knowledge and use of psychology theories, models of practice, principles, and evidence-based practice to guide intervention decisions.
- Ability to promote and follow Board of Education policies, Superintendent policies, building, and department procedures.
- Ability to communicate, interact, and work effectively and cooperatively with all people, including those from diverse ethnic and educational backgrounds. Willingness to contribute to cultural diversity for educational enrichment.
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment, and report unsafe conditions to the appropriate administrator.
- Mandt Training

MATERIALS AND EQUIPMENT OPERATING KNOWLEDGE:

- Operating knowledge of and experience with personal computers, peripherals, and office software.
- Operating knowledge of and experience with typical office equipment, such as telephones, copier, fax machine, E-mail, etc.

REPORTING RELATIONSHIPS & DIRECTION/GUIDANCE:

	POSITION TITLE
Reports to:	Principal

	POSITION TITLE	# of EMPLOYEES
Direct reports:	This job has no direct supervisory responsibilities.	

PHYSICAL REQUIREMENTS & WORKING CONDITIONS: *The physical demands, work environment factors and mental functions described below 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.*

PHYSICAL DEMANDS: While performing the duties of this job, the employee is regularly is required to talk or hear. The employee is frequently required to sit; stand; walk; use hands to finger, handle, or feel; and reach with hands and arms. The employee is occasionally required to stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. This position may require the ability to provide physical intervention to students in danger of harming them self or others.

WORK ENVIRONMENT: The noise level in the work environment is usually moderate.

MENTAL FUNCTIONS: While performing the duties of this job, the employee is regularly required to communicate, compare, analyze, instruct, synthesize, and use interpersonal skills. The employee is frequently required to copy and compile. The employee is occasionally required to coordinate, compute, and negotiate.