

## NEVADA JOINT UNION HIGH SCHOOL DISTRICT

*Certificated Management Position*

### ADMINISTRATION

**Position Title:**                    **PSYCHOLOGIST**

**General Description:**

Under the direction of the Director of Special Education, conduct assessments of the psycho-educational needs of referred students; provide consultative services or techniques to facilitate student learning and development; provide short-term counseling services to special education students, as IEP teams designate, and regular education students, by agreement of the psychologist and site administrator; assist school patrons in gaining access to services from outside agencies and community service providers.

**Responsible to:**                    Assistant Superintendent of Pupil Services/Designee

**Contract Days:**                    193 days

**Salary:**                                Appropriate placement on Psychologist salary schedule

**Essential Functions:**

1. Administer psycho-educational assessments and periodic re-evaluations of referred students as outlined by the student's assessment plan; prepare written reports of assessment findings with diagnoses and specific recommendations.
2. Participate in IEP meetings as appropriate; facilitate teams as necessary to accomplish proper results.
3. Provide consultative support as a subject expert to teachers, administrators, parents and students for regular and special education programs; consult with administrators, teachers and parents regarding mental health issues/interventions, substance abuse, understanding cultures, and the evaluation of educational programs and progress of students through various testing programs; provide support to administrators and teachers regarding classroom environment/school climate, student behavior, child development, learning problems and strategies, family/peer relationships, general education program options, special education procedures and guidelines, and the Gifted and Talented program; participate in discussions regarding promotion/retention and acceleration issues; assist with staff development as appropriate.

4. Provide short-term counseling with referred students and families; assist with expulsions as referred.
5. Recommend alternative approaches or techniques to facilitate the attainment of goals and objectives for individual students, groups of students, classrooms and schools.
6. Perform crisis counseling as necessary.
7. Oversee the Educationally-Related Mental Health Services within the district.
8. Drive a vehicle to conduct work.
9. Perform related duties as assigned.

### **Demonstrate Knowledge and Abilities:**

#### Knowledge of:

- Testing practices, procedures and methods
- Various testing materials, instruments and equipment
- Individual and group counseling techniques
- Federal and State laws and regulations regarding special education and assigned duties
- IEP preparation and implementation methods and procedures
- Appropriate referral agencies
- Record-keeping techniques
- Applicable sections of the State Education Code
- Interpersonal skills using tact, patience and courtesy
- Principles of providing work direction and guidance to assigned personnel
- Technical aspects of field of specialty

#### Ability to:

- Perform professional evaluations of psychological, social and educational needs of students
- Develop, write and implement comprehensive Individual Educational Plans (IEP) for special education students
- Utilize various testing techniques, materials, equipment and instruments
- Counsel effectively with students and parents
- Prepare and maintain confidential records and files
- Analyze situations accurately and adopt an effective course of action
- Work confidentially with discretion
- Communicate effectively both orally and in writing
- Drive a vehicle to conduct work
- Establish and maintain cooperative and effective working relationships with others

- Work independently with little direction
- Maintain current knowledge of technological advances in the field
- Provide work direction and guidance to assigned personnel
- Maintain consistent, punctual and regular attendance
- Hear and speak to exchange information
- See to read a variety of materials

**Education & Experience Required:**

Any combination equivalent to: master's degree in educational or clinical psychology, including at least one year of internship under the supervision of a credentialed school psychologist.

**Credential and other Requirements:**

Pupil Personnel Services Credential with School Psychology authorization. Valid California Class C driver's license.

**Working Conditions:**

**Environment:**

Office environment.

Classroom environment during observances.

Valid California driver's license.

**Hazards:**

Contact with hostile or abusive individuals with unpredictable behaviors.

**Medical Category I:**

1. Position requires normal physical strength and endurance for standing, sitting, bending, or walking.
2. Work assignments are normally located in a work environment with light physical work and require light physical effort.
3. Lifting 25 pounds maximum or carrying any object up to 15 pounds.

Date Adopted: December 5, 1989

Date Revised: June 21, 2000

Date Revised: April 10, 2013