

## SCHOOL DISTRICT OF SARASOTA COUNTY

### JOB DESCRIPTION

#### SCHOOL PSYCHOLOGIST

**SALARY SCHEDULE: INSTRUCTIONAL (MODIFIED)**

**COST CENTER: PUPIL SUPPORT SERVICES (9051)**

**QUALIFICATIONS:**

- (1) Master's Degree in Psychology / Specialist.
- (2) Certificate OR Licensure in appropriate field(s).

**KNOWLEDGE, SKILLS AND ABILITIES:**

Must be familiar with testing and evaluation of students. Good collaboration and conferencing skills. Understanding of curriculum needs of students. Understanding of behavioral differences and corrective strategies. Positive people skills. Organization and time management skills are essential.

**REPORTS TO:**

Director, Pupil Support Services

#### JOB GOAL

To assist children, parents and teachers in promoting healthy emotional adjustments which lead to academic success for students.

**SUPERVISES:**

N/A

**PERFORMANCE RESPONSIBILITIES:**

- \* (1) Participate in needs assessment activities, and planning and development of intervention programs and services to students
- \* (2) Participate in Child Study, eligibility and Individual Education Plan (IEP) committees to help meet the needs of identified students.
- \* (3) Establish short- and long-range plans designed to support the District Exceptional Student Education (ESE) student education plan.
- \* (4) Select, develop or modify psychological assessment materials which identify learning needs and strategies of culturally diverse students.
- \* (5) Plan and prepare effective intervention strategies for parents and teachers.
- \* (6) Assist in evaluation of program materials and recommend changes which facilitate student growth.
- \* (7) Maintain and prepare essential records.
- \* (8) Implement and coordinate school and District-wide psychological services techniques.
- \* (9) Use appropriate intervention and integration services techniques.
- \* (10) Assist in early identification of students' school-related problems.
- \* (11) Provide direct observation and/or crisis intervention as necessary and/or requested.
- \* (12) Consult with parents, teachers and students about ways to facilitate change in behavior and learning.
- \* (13) Communicate effectively with all stakeholders.
- \* (14) Conduct inservice workshops.
- \* (15) Demonstrate initiative in the performance of assigned responsibilities.
- \* (16) Provide for a safe and secure workplace.
- \* (17) Model and maintain high ethical standards.

**SCHOOL PSYCHOLOGIST (Continued)**

- \*(18) Follow attendance, punctuality and proper dress rules.
- \*(19) Maintain confidentiality regarding school matters.
- \*(20) Maintain positive relationships with staff, students and parents.
- \*(21) Participate in workshops and training sessions as required.
- \*(22) Keep supervisor informed of potential problems or unusual events.
- \*(23) Respond to inquiries and concerns in a timely manner.
- \*(24) Prepare all required reports and maintain all appropriate records.
- \*(25) Follow all School Board policies, rules and regulations.
- \*(26) Exhibit interpersonal skills to work as an effective team member.
- \*(27) Demonstrate support for the School District and its goals and priorities.
- (28) Perform other incidental tasks consistent with the goals and objectives of this position.

**PHYSICAL REQUIREMENTS:**

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

**TERMS OF EMPLOYMENT:**

Salary and benefits shall be paid consistent with the District's approved compensation plan.  
Length of the work year and hours of employment shall be those established by the District.

**EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

**Job Description Supplement No. 11**

\*Essential Performance Responsibilities