

JOB DESCRIPTION
Nogales Unified School District #1

PSYCHOLOGIST

Purpose Statement:

The job of PSYCHOLOGIST is done for the purpose/s of assessing students' intellectual and functional levels; developing behavior plans; providing information on child development issues to school personnel and parents; collaborating with community agencies regarding individual student plans; and providing recommendations for program development and student placement for special education.

This job reports to STUDENT SERVICES DIRECTOR

Essential Functions

- Assesses students' functional capabilities and home and/or classroom environment for the purpose of determining student's functional level and developing recommendations and/or placement in special education.
- Communicates with students and/or parents with teachers and/or other personnel for the purpose of evaluating situations, solving problems and/or resolving conflicts.
- Consults with teachers, parents, other personnel and/or outside professionals for the purpose of providing requested information, developing plans for services and/or making recommendations for student IEP.
- Counsels special education students, parents and guardians for the purpose of enhancing student success in school.
- Implements school wide program development and program evaluation (e.g. crisis intervention services, etc.) for the purpose of ensuring effective programs to assist children who experience physical, mental, social or emotional difficulties.
- Intervenes in occurrences of inappropriate behavior of special education students for the purpose of assisting students in modifying such behavior and developing successful interpersonal skills.
- Prepares a wide variety of written materials, student screens and evaluation for the purpose of documenting activities, providing written reference and/or conveying information for special education, behavior plans and manifestation materials.
- Researches resources and methods (e.g. intervention and treatment techniques, assessment tools and methods, community resources, etc.) for the purpose of determining the appropriate approach for addressing students' functional and academic goals in special education.
- Screens and/or evaluates as appropriate students for the purpose of determining the need for further individualized assessment and IEP compliance.

Other Functions

- Assists other personnel for the purpose of supporting them in the completion of their work activities.
- Coordinates with community agencies including medical, judicial, social service and mental health services for the purpose of determining appropriate treatments, etc. to meet the needs of specific students.
- Facilitates meetings, processes, etc. for the purpose of meeting curriculum guidelines and/or ensuring that state mandates are achieved.
- Participates in meetings, workshops and seminars as assigned for the purpose of conveying and/or gathering information required to perform functions.
- Supervises interns, practicum students and others for the purpose of monitoring performance, providing for professional growth and achieving overall objectives of school's curriculum and special education program.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, highly complex, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: analytical skills, applying assessment instruments, interpersonal skills, preparing and maintaining accurate records, promoting child centered environment, verbal and written communication skills.

KNOWLEDGE is required to perform advanced math; review and interpret highly technical information, write technical materials, and/or speak persuasively to implement desired actions; and analyze situations to define issues and draw conclusions. Specific knowledge required to satisfactorily perform the functions of the job includes: bilingual (english/spanish) helpful, pertinent codes, policies, regulations and/or laws, stages of child development

ABILITY is required to schedule a number of activities, meetings, and/or events; gather, collate, and/or classify data; and consider a number of factors when using equipment. Flexibility is required to work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using standardized methods. Ability is also required to work with a diversity of individuals and/or groups; work with a variety of data; and utilize job-related equipment. In working with others, problem solving is required to analyze issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is limited. Specific abilities required to satisfactorily perform the functions of the job include: adapting to changing work priorities, assessing learning outcomes achieved by students, communicating with students, creating and maintaining climate of respect, maintaining confidentiality, meeting deadlines and schedules setting priorities, working as part of a team, working with detailed information/data.

Responsibility

Responsibilities include: working under limited supervision using standardized practices and/or methods; directing other persons within a small work unit; and operating within a defined budget. Utilization of resources from other work units is often required to perform the job's functions. There is some opportunity to impact the Organization's services.

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling; some climbing and balancing; some stooping, kneeling, crouching, and/or crawling; and some fine finger dexterity. Generally the job requires 75% sitting, 10% walking, and 15% standing. This job is performed in a generally clean and healthy environment.

Experience Job related experience is desired.

Education Masters degree in job related area.

Required Testing

None specified

Certificates & Licenses

Valid Arizona certification, License from Psychologist Board and master's degree in psychology

Continuing Educ. / Training

Maintain Arizona Certification
Maintain Fingerprint Clearance Card

Clearances

Criminal Justice Fingerprint/Background Clearance

FLSA Status

Exempt

Approval Date

Job description available upon request

Salary Grade

Special Services SS