



JOB DESCRIPTION

Job Title	School Psychologist
Department	Assessment
Reports To	Director of Assessment
Classification	Certified
Location	District-wide
Salary	On Schedule
Length of Contract	School Year

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees may be required to follow other job-related instructions and to perform other job-related duties as requested, subject to all applicable state and federal laws. Certain job functions described herein may be subject to possible modification in accordance with applicable state and federal laws.

Job Summary

The School Psychologist provides consultation to administrators, teachers, families, students, support staff, community agencies, and other individuals and agencies through vehicles such as Student Support Teams (SST), Individual Education Plans (IEP) Teams, Parent/Teacher conferences, Parent Education/Advisory Groups, and participation on community boards and task forces. The School Psychologist completes evaluations and functional behavior analyses for students with academic, behavioral, social, or emotional needs.

Essential Job Functions

- Screens for suspected disabilities in preschool, school-age, and transfer students
- Evaluates students with or suspected of having a disability
- Conducts general education screening and evaluation involving academic abilities, promotion/retention, ADHD, gifted/talented, mental health issues, and other areas
- Provides written and oral communication of assessment findings
- Provides direct services to students, including; counseling, designing and implementing classroom behavior management programs, facilitating support groups, assisting in AODA interventions, discussing mental health issues in general education classes
- Provides direct services to families including; home visits, parent education groups, parent/school conferences, provision of information regarding community resources
- Coordinates and manages the special education eligibility, and placement process.
- Develops, monitors, and troubleshoots RtI system development and practices.
- Collects, analyzes, interprets, and reports academic and behavioral data to make decisions about interventions.
- Provides support to students to promote social emotional well-being and academic success through check-ins, counseling/mentoring, responding to behavioral needs, progress monitoring, etc.

- Collaborates with teachers and families to advocate for the unique academic/social emotional needs of students and creates plans to address and accommodate those needs.
- Provides professional development/coaching around academic and behavioral data to promote systems-wide change.

Ancillary Job Functions

- Provides staff development for school staff
- Supervises school psychology interns and practicum students
- Acts as a liaison between the District and other community agencies
- Performs other related duties as assigned.

Required Qualifications – Required qualifications to effectively perform the job at the time of hire. An equivalent combination of education, training, and experience will be considered. Additional requirements and/or substitutions may be requested and require the approval of HR.

- Wisconsin DPI certification as a school psychologist
- Demonstrates an understanding and use of equitable and culturally responsive practices
- NVCII Certification. Must obtain as soon as schedule allows

Preferred Qualifications – Highly desired education, training, and/or experience that may be helpful in performing the job, if applicable.

- One or more years of experience as a psychologist in an educational setting.

Knowledge, Skills, and Abilities – May be representative, but not all-inclusive, of those commonly associated with this position.

- Ability to facilitate problem-solving strategies with students, families, school staff, and community agencies
- Ability to develop and implement effective interventions for emotional, behavioral, and learning concerns
- Comprehensive knowledge of and ability to apply federal and state laws pertaining to special education
- Excellent communication skills and a proven ability to work effectively as part of a team
- Proficiency in assessing preschool through adult students in all areas related to student learning and behavior
- Ability to travel to multiple District buildings in compliance with District driving policy

Work Environment – Environmental or atmospheric conditions commonly associated with the performance of the functions of this job.

- Normal school environment and moderate noise levels.

Physical Requirements – The physical demands 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 essential functions.

- Must be able to have repetitive wrist/hand/finger movement to work on computer and/or related office equipment.
- May be required to work at desk/computer for extended periods of time.