

**DAVID DOUGLAS SCHOOL DISTRICT #40**  
**JOB DESCRIPTION**  
**Licensed**

**JOB TITLE:** School Psychologist

**Reports To:** Director of Student Services

**Job Purpose Statement/s:** The position of "School Psychologist" is for the purpose/s of assessing students' intellectual and mental functional levels; providing information for program development and student placement, developing behavior plans; and providing information on child development and/or issues on specific students to instructional personnel.

**Essential Job Functions:**

- **Assess** students' functional capabilities and home and/or classroom environment for the purpose of determining student's functional level and developing recommendations and/or placement.
- **Advocate, model and implement** David Douglas School District Educational Racial Equity policy.
- **Demonstrate** preparation and skill in working with students, staff and families/caregivers from diverse background.
- **Assist** in Child Find activities within District's community.
- **Consult** with teachers, parents, other personnel and/or outside professionals for the purpose of providing requested information, developing plans for service and/or making recommendations.
- **Counsel** students, parents and guardians for the purpose of enhancing student success in school.
- **Facilitate** communication between students and/or parents with teachers and/or other personnel for the purpose of evaluating situations, solving problems and/or resolving conflicts.
- **Facilitate** meetings (e.g. IEP conferences, parent meetings, in-services, etc.) for the purpose of developing plans and/or providing information regarding students' functional goals.
- **Intervene** in occurrences of inappropriate behavior of students for the purpose of assisting students in modifying such behavior and developing successful interpersonal skills.
- **Participate** in various meetings (e.g. parent conferences, in-service training, site meetings, etc.) for the purpose of receiving and/or providing information and/or meeting credential requirements.
- **Prepare** documentation (e.g. evaluations, observations, progress, contacts with parents, teachers and outside professionals, etc.) for the purpose of providing written support, developing recommendations and/or conveying information.
- **Present** information on various topics related to area of professional expertise in psychology for the purpose of communicating information and gaining feedback on treatment issues.
- **Research** resources and methods (i.e. intervention and treatment techniques, assessment tools and methods, community resources, etc.) for the purpose of determining appropriate approach for addressing students' specific needs.
- **Supervise** interns for the purpose of monitoring performance, providing for professional growth and achieving overall objectives of school's curriculum.

**Other Job Functions:**

- **Assist** other personnel as may be required for the purpose of supporting them in the completion of their work activities.

**Job Requirements – Qualifications:**

- ◆ **Experience Preferred:** Prior job related experience.

- ◆ **Skills, Knowledge and/or Abilities Required:**

*Skills* to apply assessment instruments, intervene in crisis situations, provide counseling, interpret test data, and communicate effectively.

*Knowledge* of assessment instruments and their application, relevant education codes, state and district policies.

*Abilities* to sit for prolonged periods, complete a case study and develop an individual education plan, be flexible, work under time constraints, work effectively with staff, parents, students and community, work independently. Significant physical abilities include lifting/carrying, reaching/handling/fingering, talking/hearing conversations, and near/far visual acuity/visual accommodation.

**Licensure required: Teachers Standards and Practices Commission Personnel Service License or School Psychologist, Criminal Justice fingerprint clearance, valid driver's license, and evidence of insurability.**

**The David Douglas School District welcomes applications from candidates that expand the District's diversity.**

Multi-Cultural preferred. Bi-Lingual preferred.

**Other:** First aid card and cardiopulmonary resuscitation certificate.

**Terms of Employment:** Salary and work year according to the current contract and school calendar.

**Evaluation:** Performance of this job will be evaluated each year in accordance with provisions of the Board's Policy on Evaluation of Licensed Staff. Reports to the Director of Student Services.

**David Douglas School District Drug Testing and Criminal Background check**

Per district policy all offers of employment shall be contingent upon the successful passing of a district required drug test and criminal background check. David Douglas School District's Human Resources will designate where and when the testing will be conducted. The offer of employment will be withdrawn from candidates who test positive for drugs.

***David Douglas School District is an Equal Opportunity Employer***

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Reviewed and agreed to by:

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

c: Administrator  
Employee  
File