

TRENTON BOARD OF EDUCATION

JOB DESCRIPTION

SCHOOL PSYCHOLOGIST

- QUALIFICATIONS:**
1. A valid NJ School Psychologist Certificate or Certificate of Eligibility.
 2. Master's Degree plus two (2) or more years of additional graduate work in education and psychology.
 3. Knowledge of laws and regulations governing special education and demonstrated ability to effectively provide testing, psychological evaluation and counseling services.
 4. Strong interpersonal and communication skills.

REPORTS TO: Director – Office of Special Education

JOB GOAL

Conducts test and evaluates the needs and educational programs of referred students; plans and assists in implementation of programs to enable students to attain appropriate achievement and adjustment; consults with teachers and parents, regarding such needs and/or issues.

SUPERVISES: N/A

PERFORMANCE RESPONSIBILITIES:

1. Serve on a child study team responsible for the identification, evaluation, determination of eligibility and review of the individualized education program, and placement.
2. Assess difficulties of referred students through appropriate testing and diagnostic practices.
3. Administer tests and recommend placement for all exceptional and new students.
4. Participate in the evaluation of students who may need special education programs and services.
5. Maintain case records on all referred students.
6. Participate in the determination of eligibility of students for special education programs and services.
7. Conduct individual, group, or facilitative therapy for children whose diagnosed problems would benefit from behavior modification.
8. Confer with teachers and parents whenever necessary.
9. Consult on special educational needs of students with disabilities.
10. Attend case conferences on placement of individual students.
11. Serve as a consultant on mental health topics for instructors in the school health program.
12. Interpret the school psychological services to teachers and parents.

13. Provide services to the educational staff with regard to techniques, materials and programs. Services include consultation with school staff and parents; training of school staff and the design, implementation and evaluation of techniques addressing academic and behavioral difficulties.
14. Cooperate with personnel of community health and social welfare agencies.
15. Act as liaison between the school and juvenile court.
16. Attend staff, professional, and interagency meetings.
17. Assist with in-service training of school personnel.
18. Keep abreast of State and Federal mandates.
19. Serve as case manager for assigned students.
20. Coordinate the development, monitoring and evaluation of the effectiveness of the IEP.
21. Facilitate communication between home and school;
22. Coordinate the annual review and reevaluation process;
23. Be knowledgeable about deferral and state special education regulations, procedures and procedural safeguards; and
24. Be responsible for transition planning.
25. May deliver appropriate related services to students with disabilities.
26. May provide preventive and support services to nondisabled students.
27. May participate on Intervention and Referral Services teams.
28. Performs other duties and related responsibilities as directed by the immediate supervisor.

TERM OF

EMPLOYMENT:

Ten and a half (10 ½) month position

BARGAINING UNIT:

TEA

SALARY:

In accordance with TEA contract.

STATUS:

Hourly _____ Salaried X
Exempt _____ Non-Exempt _____

EVALUATION:

Performance of this position will be evaluated in accordance with the Board's policies and procedures on the evaluation of instructional personnel.

BOARD APPROVAL: March 12, 2012

Board Approved
October 26, 2015