

TITLE: Coordinator, School Psychological Services

QUALIFICATIONS:

1. Master's degree or higher with emphasis in school psychology or equivalent.
2. Licensed or certified as a school psychology.
3. Successful experience of at least five (5) years as a psychologist in a public school setting.
4. Experience of at least three (3) years supervising school psychological services preferred.
5. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Director, Exceptional Student Education

JOB GOAL: To coordinate school psychological services that support instructional personnel in their efforts to identify, understand and recommend strategies for students with learning and/or adjustment needs related to the specific responsibilities of school psychologists.

ESSENTIAL FUNCTIONS:

- *1. Coordinates and supervises the development and implementation of school psychological services in compliance with District, state, and federal policies and regulations.
- *2. Evaluates and supervises school psychologists.
- *3. Organizes and provides for staff development opportunities for school psychologists.
- *4. Facilitates the use of best practices in the delivery of school psychological services.
- *5. Participates in strategic planning and program evaluations related to Exceptional Student Education department goals and outcomes.
6. Coordinates and maintains record keeping, including centralized student psychological records and related data.
7. Facilitates effective communication and information flow among all involved staff.
8. Coordinates student psychological services between District and private schools as well as community agencies.

*Core Measures

OTHER RESPONSIBILITIES:

Performs such related work as required. (NOTE: The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

PHYSICAL REQUIREMENT:

Position requires exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force frequently.

TERMS OF EMPLOYMENT:

Twelve-month year. Salary as established by the Board.

ASSESSMENT:

Performance of this job will be assessed annually in accordance with provisions of the Board's policy on assessment of administrative personnel.

Adopted: 06-29-99