

SANTA CRUZ COUNTY OFFICE OF EDUCATION

SCHOOL PSYCHOLOGIST

DEFINITION

To provide responsible psychological and guidance services to districts, programs administrators, and to the County Office of Education; and to serve as a liaison to community agencies, schools, and other professional persons and groups as assigned.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Administer tests and other assessment services, prepare case histories, records and reports for the purpose of enhancing the educational experience for students who may have a disabling condition.

Observe students in all aspects of the school setting in order to recommend program placements and assist in the instructional planning to meet state and federal regulations.

Provide individual and group counseling, parent training, and consultation including mandated services.

Assist administrators and others with the development and evaluation of guidance policies, procedures, and practices.

Assist in monitoring students placed in public and private schools.

Provide consultation in the interpretation and use of test data for school personnel and parents.

Through consultation, assessment, instructional planning, and the referral processes, assist administrators, instructional staff and parents in the prevention and correction of learning and behavior problems.

Conduct in-service programs for school staff on assessment, instructional planning, and program improvement activities.

Attend and serve as administrative designee as required at meetings for student Individualized Education Programs.

Serve as a liaison to community agencies, direct service schools and other professional persons and groups.

Participate in the improvement of specialized program services.

Serve on committees and attend meetings as needed.

Perform related professional duties as required.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Emotional, intellectual, physical, and social aspects of child development.

Applicable rules and regulations pertaining to student placement in special educational programs.

Varied assessment instruments.

County Office Special Education organization, policies, programs and operational processes.

Skill and Ability to:

Apply pertinent state and federal regulations, guidelines, legal mandates, and educational codes related to delivery of psychological and guidance services.

Organize and prioritize the delivery of various professional services in an effective and timely manner.

Interact with colleagues, staff, parents, students, and the public in an open and constructive manner.

Meet the physical requirements necessary to perform assigned duties in a safe and effective manner for self and others.

EDUCATION AND EXPERIENCE

Any combination of education, training, and experience that would likely provide the required knowledge and skills is qualifying. A typical way to obtain the required knowledge and skills would be:

Education:

Master's Degree.

Experience:

School site experience including recent teaching/school psychologist experience related to instructional activities in special education programs.

License or Certificate:

Possession of a Pupil Personnel Services Credential with Psychology authorization.

Possession of a valid Class C California Driver's License.

Insurability by the designed liability carrier for the Santa Cruz County Office of Education.

SPECIAL REQUIREMENTS

The physical demands described here 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. Essential duties require the following physical skills and work environment:

Sitting frequently on a daily basis- standing and walking short distances; frequent to occasional lifting of 10-20 lbs. along with testing and bending.

Frequent use of hands, vision, hearing, speech/language processes; ability to use tests, boxes, telephone, computer, files, tape recorder, luggage cart and automobile.

Assigned work is normally performed in a school site environment. Frequent travel between school sites is required along with continuous contact with school staff, students, and the general public.

Approval Date: August, 1995.