



Job Description School Psychologist

General Description of the Role

School Psychologists provide psychological services to students ages birth – 21 within the two Rio Blanco BOCES member school districts to help students benefit from special education. Job related activities include consultation and direct counseling services, program evaluation, specific assessments, collaboration with various school teams, and assigned Director Designee duties.

Qualifications Required

Education: Ed.S.in School Psychology

Licensure: Colorado Department of Education Special Services License: School Psychologist

Qualifications Preferred

Nationally Certified School Psychologist (NCSP) credential

Successful, school-based experience in RtI and mental health counseling

Experience in an educational setting

Bilingual skills

Supervisor: Director of Special Education

Compensation: Professional Salary Matrix

Status: Exempt

Working Conditions: Heavy lifting; frequent travel required; management and de-escalation of students with aggressive behaviors

Specific Skills Preferred

- Strong computer skills including Microsoft Office
- Strong customer relations skills
- Strong organizational skills and attention to detail
- Ability to collaborate with team members
- Leadership skills that support program objectives
- Understanding of the IEP process
- Experience with special populations
- Experience with mental health support
- Knowledge of The Multi-Tiered System of Supports (MTSS) and the Response to Intervention (RtI) processes
- Knowledge in the areas of behavior supports and intervention
- Knowledge in risk assessments and response to mental health emergencies
- Knowledge of progress monitoring tools and techniques
- Demonstrated ability to administer and interpret cognitive and social/emotional diagnostic evaluations
- Demonstrated ability to report evaluation results clearly and concisely, verbally and in writing

Major Areas of Responsibility and Duties Specific to this Job

- Provide direct mental health counseling services to targeted individual students and student groups
- Serve as a resource for general and special education staff to promote and implement academic and behavioral supports
- Assist IEP teams with the development and implementation of IEPs
- Document services provided and monitor student progress
- Use data-based decision making and accountability to support school wide growth
- Write behavior plans in conjunction with other pertinent team members (e.g., education staff and parents) and assist with behavior interventions when deemed appropriate
- Lead the Functional Behavior Assessment process in assigned buildings
- Lead the threat assessment process in assigned buildings
- Provide RtI leadership and support in assigned buildings; participate in school district RtI teams and assist with the facilitation and documentation of research-based methods for academic and behavioral supports

- Share pertinent evaluation/observation information with parents, students, and agencies as appropriate
- Administer, score and interpret necessary assessments and screenings to assist in determining disabling conditions and needed interventions for students according to State and Federal Regulations and according to Rio Blanco BOCES policies and procedures
- Collaborate with administration to support system changes necessary to meet the needs of diverse populations
- Collaborate with community to support diverse needs within the educational setting
- Establish ongoing research to support specific populations within the district
- Serve as the Special Education Director Designee at meetings and complete other director associated duties as assigned by the director
- Log all services provided in the service provider logs
- Other duties as assigned

Professionalism

An exemplary staff member consistently demonstrates all of the following:

- Manages oneself (is organized, prepared, and punctual; manages resources; meets deadlines; follows through on commitments; demonstrates appropriate physical appearance relative to job and environmental expectations)
- Consistently acts in ways that directly support various missions (Rio Blanco BOCES, CDE, schools, districts, NASP)
- Effectively maintains relationships at multiple levels (individual, team, Rio Blanco BOCES, schools, districts)
- Delivers significant, noteworthy contributions to team and organizational goals
- Is respectful and collaborative
- Handles disagreements and conflicts in a diplomatic manner that does not result in decreased effectiveness over time
- Enhances the image of public education
- Displays a willingness to learn new information
- Understands and observes ethical and legal responsibilities related to special education, including in the area of confidentiality
- Follows organizational and district policies

Communication

An exemplary staff member consistently demonstrates all of the following:

- Displays effective interpersonal skills (has rapport with all, knows roles of co-workers, promotes information exchange such as through parent/teacher conferences or newsletters)
- Uses strong verbal communication and strong listening skills
- Uses appropriate written communication that is constructed with the purpose, audience, and intent in mind and with proper writing conventions and mechanics
- Applies the appropriate mode of communication (e-mail, written, telephone, face to face) for specific situations
- Maintains composure during difficult conflict situations
- Communicates job related problems and difficulties to immediate supervisor

Relationships

An exemplary staff member consistently demonstrates all of the following:

- Develops and maintains rapport and effective relationships with children and adults contacted in the course of work by using courtesy, diplomacy, collaboration, cooperation, support, and professional conduct
- Actively contributes to the goals and success of all teams and team members through collaboration, cooperation, and flexibility (give and take) in team discussions, activities, and decision making
- When appropriate, seeks first to understand
- Is able to effectively give and receive constructive feedback
- Understands and conveys one's role within each school setting
- Serves as a liaison between Rio Blanco BOCES/district and human service agencies, sharing appropriate information when needed, once proper parental consent is obtained

Job Competency

An exemplary staff member consistently demonstrates all of the following:

- Meets all licensing requirements for the position

- Consistently meets all expectations listed in the job description
- Delivers services as determined by the IEP or instructional schedule 100% of time

Personal Growth Progress

An exemplary staff member consistently demonstrates all of the following:

- Stays current on professional knowledge and technical skills through training opportunities and participation in relevant professional committees and organizations
- Formulates goals that reflect the organization's strategic theme and include specific, measurable outcomes
- Demonstrates objective and measurable achievement of individual goals
- Develops new goals when current goals have been achieved

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 the essential functions.

Disclaimer: This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the job.