

Union Public Schools Job Description

Position Title: Psychologist
Department: Special Education/Teaching and Learning
Reports To: Director of Special Services

FLSA Designation: Exempt

SUMMARY: Evaluated pupils referred as potential candidates for Special Education program and present a report to the local education authority on pupils he/ she has evaluated. Test may include intelligence, achievement, personality and perceptual motor test.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *Other duties may be assigned.*

- Conducts extensive psychological examinations of referred students.
- Participates in case conferences when referred students are involved, or as requested.
- Serves as a resources person concerning learning handicaps for other school personnel.
- Interprets diagnoses to school personnel, other concerned professionals, parents and students.
- Makes recommendations on ways to assist a student referred to him for examination.
- Works well with both supervisors and other members of the team.
- Maintains consistent and punctual attendance.
- Performs other duties assigned by supervisor or administrator.

SUPERVISORY RESPONSIBILITIES: None.

QUALIFICATION REQUIREMENTS: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

EDUCATION and/or EXPERIENCE: Master's degree in Psychology or equivalent. Completed 45 graduate hours in school psychology or related area in addition to an internship. Have completed no less than 500 clock hours supervised internship with school age persons. Meet competency requirements as set forth in R 340.1156 OF Special Education Rules. Completed one year of successful experience as a school psychologist with direction from a fully approved school psychologist.

CERTIFICATES, LICENSES, REGISTRATIONS: Valid Oklahoma Teaching Certificate with one or more Special Education Endorsements.

LANGUAGE SKILLS: Ability to read and comprehend simple instructions, short correspondence and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to staff, students, and the school community.

MATHEMATICAL SKILLS: Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform mathematical operations using units of American money and weight measurement, volume, and distance.

REASONING ABILITY: Ability to apply common sense understanding to carry out written and oral instructions. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

OTHER SKILLS and ABILITIES: Ability to apply knowledge of current research and theory in specific field. Ability to establish and maintain effective working relationships with students, staff and the community. Ability to communicate clearly and concisely both in oral and written form. Ability to perform duties with awareness of all District requirements and Board of Education policies.

PHYSICAL DEMANDS: *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.*

While performing the duties of this job, the employee is regularly required to stand, walk, sit, and talk or hear. The employee is occasionally required to reach with hands and arms and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, and depth perception.

WORK ENVIRONMENT: *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

The noise level in this environment is quiet to loud depending upon the activity in the particular part of the day and location.