

**Roswell Independent School District
Job Description**

Job Title: SCHOOL PSYCHOLOGIST

Reports To: ASSISTANT SUPERINTENDENT FOR SPECIAL SERVICES

General Job Description:

To improve the school performance of special education students identified as having serious emotional or behavioral disabilities through evaluation, and therapeutic interventions.

Essential Duties and Responsibilities:

As a member of a number of IEP multidisciplinary teams, the school psychologist is responsible for the following kinds of activities.

1. Conduct comprehensive psychological assessments of students referred for multifactorial evaluations.
2. Interpret results of psychological evaluations to school personnel, other concerned professionals, parents, and to students (whenever this is deemed appropriate).
3. Serve as member of the Individual Education Planning Committee to assist in the development of an individualized plan to enable the assigned student to progress, educationally.
4. Conduct individual, group, or facilitative therapy with students whose identified emotional/behavioral needs require psychosocial counseling, and/or behavioral modifications as designated by supervisor.
5. Provide assistance and support to classroom teachers, or other school staff, as required, to assist in implementing a student's IEP.
6. Participate in case staffing's as requested by supervisor.
7. Participate in in-service training, as assigned.
8. Attend scheduled staff meetings and committee meetings as required.
9. Maintain an acceptable knowledge level of most current and relevant developments in the field of School Psychology/Special Education, as they may pertain to this job description.
10. Complete required reports in a timely manner, as requested.
11. Active member of multi-disciplinary team consisting of administrators, school personnel, students and families including attending Educational Planning Committee meetings, formulating goals and objectives for students, student assessments and evaluations, and serve as an advocate for students.
12. Promote home/school partnerships by providing support to parents and family members through use of school conferences, and occasional home visits and assist families with access to appropriate educational and community services, and serve as an advocate for parents and other family members.
13. Consults and collaborates with school administrators and school-based professionals by serving as a resource for school staff on emotional, social, and behavioral issues, staff meetings, workshops, and other school activities.
14. Provide tertiary prevention services; secondary prevention services through early identification of children at risk with emotional and/or academic problems.
15. Assist in establishing procedures for periodic review and evaluation of school oriented psychological services.
16. Provide direct supervision for Level 1 and Level 2 school psychologist only if a Level 3 school psychologist.
17. Other tasks as may be deemed appropriate and necessary by your immediate supervisor.

Qualifications:

A. Level 1, Entry Level School Psychologist:

1. A bachelor's and master's degree from a regionally accredited college or university. **AND**
2. 60 graduate hours (which may be completed as part of a master's degree program or in addition to the master's degree) meeting the applicable program requirements as follows:
 - a. The 60 graduate hours awarded by a New Mexico College or university must incorporate the New Mexico State Board of Education's approved competencies in school psychology and include a 1200 hour internship, 600 hours of which must be in a school setting. Psychological counseling with students with severe emotional disturbances, and/or behavior disorders shall comprise a minimum of 300 hours of the internship under the supervision of a clinical supervising school psychologist: **OR**

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- b. The 60 graduate hours awarded by a college or university outside New Mexico must be for a school psychology or equivalent program approved by the New Mexico State Board of Education and include an internship in a school setting; **OR**
- c. The 60 graduate hours as described in a or b above, excluding an internship, with documentation of one (1) year of successful clinically supervised experience in one of the following areas:

School psychology

Psychological counseling or psychological interventions including counseling; **OR**

- 3. A doctoral degree in clinical psychology, counseling psychology, or school psychology that includes 12 semester hours of child focused course work and/or 600 hours of experience in child psychology; **OR**
- 4. A valid clinical psychologist, counseling psychologist, or school psychologist license issued by the New Mexico Board of Psychologist Examiners; **AND**
- 5. The specialty area examination of the National Teachers Examination in school psychology.

B. Level 2, Independent School Psychologist:

- 1. A valid level 1 licensure; **AND**
- 2. Verification by the superintendent of the local school district or the governing authority of the private school or state institution that the school psychologist has satisfactorily demonstrated the school psychology competencies approved by the New Mexico State Board of Education with competencies regarding the provision of psychological counseling services for students who are designated as severely emotionally behaviorally disturbed be documented by a clinical supervision school psychologist.

C. Level 3A, Clinical Supervising School Psychologist:

- 1. Doctoral degree in school psychology, clinical psychology, or counseling psychology from a regionally accredited college or university; **AND**
- 2. A valid clinical psychologist, counseling psychologist, or school psychologist license issued by the New Mexico Board of Psychologist Examiners; **AND**
- 3. Evidence of a minimum of 875 hours of supervised experience in diagnosing and treating children, including children with severe emotional disturbances and behavior disorders children, in a school setting; **AND**
- 4. Verification by the superintendent of the local school district or the governing authority of the private school or state institution that the school psychologist has satisfactorily demonstrated the clinical supervising school psychology competencies approved by the New Mexico State Board of Education; **AND**
- 5. The specialty area examination of the National Teachers Examination in school psychology.

- D. Such alternatives to the above qualifications as your supervisor may find appropriate and acceptable.

Ability To:

- 1. Maintain confidentiality with sensitive matters.
- 2. Be flexible and able to prioritize tasks and maintain accurate and detailed records.
- 3. Report to work on time and work no less than 7.25 hours per day.
- 4. Work independently with very little supervision.

Experience and Education:

- 1. Must hold a current PhD in Psychology.
- 2. Current New Mexico Educational Licensure for School Psychologist.
- 3. Have Three (3) years public school experience and/or therapeutic experience with the exceptional child/adolescent.
- 4. Must be currently licensed through the New Mexico Psychologist Association.
- 5. Valid Drivers' license and Car Insurance.

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Physical Requirements:

Sitting, standing, lifting and carrying (up to 40 pounds), climbing stairs, reaching, squatting, kneeling, having full mobility of fingers/hands, and moving light furniture may be required, unless ADA accommodations have been mutually agreed on and does not create an undue hardship upon the district.

Safety and Health:

Knowledge of universal hygiene precautions (blood borne pathogens, body fluids, etc.)

Equipment/Material Handled:

Must know how to properly operate, or be willing to learn to operate, multi-media equipment including current technology as needed.

Work Environment:

Must be able to work within various degrees of noise and temperature. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignments without direct supervision. After hours work may be required. May make site or home visits when needed. May work under stressful conditions on occasion.

Terms of Employment:

Salary and work year to be established by the Board.

I have read and understand the responsibilities and duties as described in this job description and can meet all essential functions.

Signature

Printed Name

Date