



Job Title: **School Psychologist Specialist**

Department: **Responsive Services**

Supervisor: **Director of Responsive Services**

Lane Placement: **Licensed Salary Schedule 242**

Schedule: **8 hrs / 242 days** Eval Group: **CTESS Ed. Specialist**

FLSA Classification: **Exempt**

## JOB DESCRIPTION

The primary responsibility of the School Psychologist Specialist position is to ensure CSD school psychologists provide appropriate, effective, quality services and support to students and staff. The Specialist serves as a member of the district Multidisciplinary team and collaborates with the department of Special Education to consult and coordinate services for the often complex needs of students. They respond to principal and staff needs regarding school psychologists through timely, effective and efficient problem solving. Through collaboration and advocacy, the Specialist supports the CSD Academic MTSS Framework as well as the mission of the Department of Responsive Services - *Ensure Each Student is Safe, Healthy and Ready to Learn.*

## ESSENTIAL FUNCTIONS

- **Hiring and Development** - Support the recruitment, screening, interviewing, hiring, and ongoing learning and development of school psychologists through relationship building, establishment of trust, professional development, and coaching. Ensures school psychologists demonstrate the essential skills of IEP implementation, functional behavior assessments, behavior intervention plans and evaluations.
- **Special Education** – Serves as a liaison between Responsive Services and Special Education Departments. Must be Knowledgeable about IDEA regulations, IEP implementation/meetings as well as special education case law. Serves as a member of the Least Restrictive Environment (LRE) Committee and attends assigned Special Education meetings.
- **Program Assurance** – Develops, collects, monitors and analyzes data that contributes to increasing the academic achievement of all students. Works closely with both the Director of Responsive Services and Special Education to ensure efficient resources and supports are allocated to school psychologists. Works cooperatively with networks, schools, parents and other stakeholders to continually improve the programs.
- **Professional Development** – Assumes the responsibility for his/her own professional development and for keeping current with the literature, new research findings and improved delivery techniques in various areas by attending appropriate professional meetings, and by other means.
- **Consultation** – Supports school leaders and other school personnel in working with students who experience personal, social, medical, clinical and/or emotional issues that prevent the attainment of academic success in the classroom setting.
- **Evaluation** - Collaborates with school administrators to conduct CTESS evaluations.
- **Other essential functions** - The ability to problem solve complex issues with a team, organize and attend to detail, collaborate and mentor.
- **Predictable and reliable attendance.**

During times of state or district emergency, all employees may be required to perform additional duties that are not required on a normal basis in support of educational and operational priorities. e.g. Performs general cleaning and sanitizing of work areas, provides remote assistance to students and staff, and any other reasonable duty as needed.

### **NON-ESSENTIAL FUNCTIONS**

- Other duties as assigned.

- This description should not be construed to contain every function/responsibility that may be required to be performed by an employee assigned to this position.
- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.
- The requirements listed below are representative of the education, knowledge and experience requirements; the machines, tools and equipment used; background; and any licenses or certifications required.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

### **QUALIFICATION REQUIREMENTS**

- Incumbent must be fingerprinted and clear a criminal backgrounds check.
- Requires a valid Professional Educator License in the State of Utah in the area of school psychology.
- Requires a minimum of three years experience practicing school psychology in the schools.
- Active in professional organizations.

**NOTE:** The Administration reserves the right to require specific training for this position. However, depending upon the type and quality of prior work experience and availability of formal training programs, some exchanges can be made between training and experience.

### **PHYSICAL REQUIREMENTS---Not limited to the following:**

- Physical ability to perform the essential functions listed above with or without reasonable accommodation.
- Requires the ability to lift a minimum of ten (10) pounds.
- Possess the physical, mental, and emotional stability to work under stressful conditions, including but not limited to: deadlines, contract requirements, inspection requirements, and interaction with critical personnel.

*Note: This list of essential and marginal functions and of physical requirements is not exhaustive and may be supplemented in accordance with the requirements of the job.*

All employees are required to participate in the District evaluation process.  
It is the employee's responsibility to review and adhere to all district policies and procedures.  
This information may be reviewed at [www.canyonsdistrict.org](http://www.canyonsdistrict.org)

ADA \_\_\_\_\_

HR \_\_\_\_\_

Effective date: \_\_\_\_\_ 6/11/2020 \_\_\_\_\_