

## **Red River Parish School Board**

### **Job Description**

**TITLE:** **School Psychologist**

**Qualifications:** Certification by the LA State Department of Education as School Psychologist

**Superordinate:** Director of Special Education

### **Performance Responsibilities**

1. Explains and interpret school psychological services and assessment findings to parents, teachers, principals, and other members of the system.
2. Assists teachers and other school personnel in the design and implementation of educational and behavioral interventions for referred students.
3. Evaluates as a member of the system multi-disciplinary team.
4. Functions as Support Service Provider for designated referred students.
5. Functions as Evaluator Coordinator for designated referred students.
6. Functions as Related Service Provider for designated referred students.
7. Serves as liaison designated school building level committees.
8. Participates in special education eligibility determinations and IEP staffing.
9. Serves as resource person at conferences and in-service meetings within the expertise of the school psychologist.
10. Cooperates with personnel of community health and social service agencies to deliver services to handicapped students.
11. Maintains accurate case records on all students regarding their referrals, evaluations, and any other services provided by the school psychologist in accordance with the requirements of parish, state, federal laws, regulations and/or policies.
12. Provides a written report of any psychological assessment or other services provided to students.
13. Attends staff, professional and inter-agency meetings including those assigned.
14. Keeps abreast of new developing in the areas of school psychology and keep other appropriate school personnel informed of the same.
15. Completes all required reports of the parish, State Department of Education within time lines.
16. Meets the Professional Development requirements of Bulletin 1525.
17. Performs any other duties as assigned by superordinate.

### **Professional Ethics**

1. Maintain good attendance
2. Reports to work on time.
3. Adheres to Red River Parish School Board's dress code (GAMB)
4. Promotes harmony between: principals, teachers, students, and staff.
5. Accepts and supports administrative decisions.
6. Displays professional ethics on and off duty.
7. Maintains a positive attitude of promoting school and community relations.
8. Fosters good community relations.
9. Participates in harmonious working relationship with peers, parents and community relations
10. Maintains confidentiality in matters relating to students and staff.
11. Adheres to the Red River Parish School Board's Sexual Harassment Policy (GAEEA) and Employee Conduct (GBRA).
12. Adheres to Red River Parish School Board's dress code (GAMB)

The signature below indicates that the primary or secondary evaluator has reviewed this job description with the person whose signature appears in the employment signature space.

\_\_\_\_\_  
Employee Name (Print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Immediate Supervisor

\_\_\_\_\_  
Date

Terms of Employment:            9 Months