

## North Kingstown School Department

### FUNCTIONAL JOB DESCRIPTION

<b>Job Title:</b>	<b>School Psychologist</b>				
<b>Department:</b>	<b>Pupil Personnel</b>				
<b>Reports to:</b>	<b>Director/Assistant Director of Pupil Personnel, Building Administrator</b>				
<b>Supervises:</b>	<b>n/a</b>				
<b>Description of job:</b>					
<p>To serve as a qualified member of various school teams, including but not limited to ET, 504 and RTI, that support students' ability to learn and teachers' ability to teach. Provide expertise in the areas of mental health, learning, and behavior, to help students succeed academically, socially, behaviorally, and emotionally.</p> <ol style="list-style-type: none"> <li>1. Provide diagnostic services in the area of intelligence, personality, and adaptive behavior to students with suspected special educational needs including standardized formalized testing, observations and FBAs.</li> <li>2. Serve as a member of various school teams, including ET, RTI, and 504.</li> <li>3. Consult with parents of students, who have been formally evaluated, about educational interventions and/or management strategies that can be utilized at home and at school at assist the child to reach his/her full potential.</li> <li>4. Report test data and observations for students who have been referred to assist the IEP team in identifying various disabilities along with helping to determine the need for special education.</li> <li>5. Provide direct individual and group counseling services to students who are experiencing academic, social, emotional or behavioral adjustment problems.</li> <li>6. Collaborate/consult with individual teachers regarding learning or behavioral concerns about students. Assist the teacher in establishing behavioral management programs and/or classroom modifications to accommodate the learning needs of their students.</li> <li>7. Serve as a consultant to the RTI Team to provide pre-referral intervention alternatives.</li> <li>8. Work as the liaison between the Central Clinical Team(CCT) and the school.</li> <li>9. Other duties as assigned by the Director of Pupil Personnel Services.</li> </ol>					
<b>Protective Personal Equipment:</b>		<b>Possibly Kevlar sleeves</b>			
<b>Classification:</b>	<b>Sedentary:</b>	<b>Light: X</b>	<b>Medium:</b>	<b>Heavy:</b>	<b>Very Heavy:</b>
<p><b>Classification Key:</b>  <i>Sedentary – Exerting up to 10 lbs. of force occasionally; negligible amount of force frequently to lift, carry, push/pull or otherwise move objects;</i>  <i>Light – Exerting up to 20 lbs. of force occasionally and/or 10 pounds of force frequently or negligible amounts of force constantly to move objects;</i>  <i>Medium – Exerting 20 lbs. – 50 lbs. of force occasionally; 10 lbs. – 20 lbs. frequent; and/or greater than negligible up to 10 lbs. of force constantly to move objects;</i>  <i>Heavy – Exerting 50 lbs. – 100 lbs. of force occasionally; in excess of 50 lbs. frequently; 10 lbs. – 20 lbs. of force constantly to move objects;</i>  <i>Very Heavy – Exerting in excess of 100 lbs. of force occasionally; and/or in excess of 50 lbs. of force frequently; in excess of 20 lbs. of force constantly to move objects.</i></p>					
<b>Driving Requirements:</b>		<b>None:</b>	<b>Manual:</b>		<b>Automatic:</b>
<b>Work Environment</b>					
<b>Floor Surface:</b>	<b>Tile and/or carpet</b>				

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<b>Inside:</b>	Up to 100%	<b>Outside:</b>	Up to 5%
<b>Lighting:</b>	Incandescent or Fluorescent		
<b>Vibration:</b>	n/a		

### PHYSICAL DEMANDS

LIFTING						
Maximum weight lifted: up to 10 pounds occasionally						
WEIGHT	Never	Occasionally	Frequently	Constant	Heights	Description of object
0 – 10 lbs.			x			
10 – 20 lbs.	x	x				test kits and other related materials
20 – 35 lbs.	x					
35 – 50 lbs.	x					

CARRYING						
Maximum weight carried: up to 10 lbs.						
WEIGHT	Never	Occasionally	Frequently	Constant	Distances	Description of object
0 – 10 lbs.			x			
10 – 20 lbs.		x				
20 – 35 lbs.	x					
35 – 50 lbs.	x					

PUSHING/PULLING						
Maximum push/pull: 20 lbs.						
WEIGHT or FORCE	Never	Occasionally	Frequently	Constant	Distances	Description of object
0 – 10 lbs.		x				
10 – 20 lbs.		x				
20 – 35 lbs.	x					
100 + lbs.	x					

ACTIVITY	Never	Occasionally	Frequently	Constant	Comments
Sitting			x		
Standing			x		
Walking			x		
Bending			x		
Twisting			x		
Crawling		x			
Kneeling		x			
Squatting		x			
Climbing		x			
Reaching – Vertical			x		
Reaching – Horizontal			x		
Grasping		x			
Pinching		x			
Manual Dexterity			x		

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<b>Fine Dexterity</b>			<b>x</b>		
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*FREQUENCY KEY: Never (0%); Occasionally (0 – 33% of shift); Frequently (34-66% of shift); Constant (67 – 100% of shift)*

### Qualification Requirements:

To perform this job successfully, an individual must be able to perform each of the above noted essential duties 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:

CAGs in School Psychology from an accredited institution  
Experience in psychological testing of children PK-12.  
Experience in counseling students PK-12.  
Skills in parent and teacher consultation.

### License/Certificate/Certification:

RI Certification: School Psychologist

### Technological and/or Technical Skills:

Technological proficiency in computer software including scoring software and programs, Microsoft Office, ASPEN, and Google.

### Communication Skills:

Capability of responding simultaneously to a variety of requests from internal colleagues, maintaining sensitivity to needs of parents, students and community members, and ensuring overall satisfaction as a primary objective. Strong communications skills both verbal and written.

### Planning Skills:

Ability to effectively plan and prioritize.  
Strong organizational skills, time-management skills, and follow-through with tasks and promises.

### Interpersonal and Problem solving skills:

Ability to interact with administration, staff, students, and parents in an effective manner. Ability to effectively handle issues utilizing a personable problem solving approach. Ability to maintain complete confidentiality on all school, administrative, family and student issues.

## North Kingstown School Department

**Terms of Employment:**

Per NEANK contract

**Evaluation:**

Per NEANK contract

**Date: 7/17**