

**PUBLIC SCHOOLS OF ROBESON COUNTY  
POST OFFICE DRAWER 2909  
LUMBERTON, NC 28359  
VACANCY ANNOUNCEMENT**

**DATE:** July 27, 2023

**POSITION:** School Psychologist

**SALARY:** \$4,400.00 -\$6149.00 (Licensed), Local Supplement

**LOCATION:** To Be Determined

**REPORTS TO:** Superintendent, Asst. Superintendent

**DEADLINE DATE FOR RECEIVING APPLICATION:** Until Filled

Certification Requirements: NC requires a 66 hour program for School Psychologist licensure. Completion of all program requirements at the advanced (6<sup>th</sup> year level), except for the thesis or internship.

Reports To: Superintendent; Level II or Level III School Psychologists; Director; or Associate or Assistant Superintendent

Purpose: To facilitate learning and to promote the cognitive, social and personal development of all students.

**DUTIES AND RESPONSIBILITIES:**

- 1) **Assessment and Interpretation**
  - Identifies and assesses the learning, development, and adjustment characteristics and needs of individuals and groups, as well as the environmental factors that affect learning and adjustment.
  - Uses assessment data about the student and his/her environment(s) in developing appropriate interventions and programs.
  - Assess, complete reports, and submit evaluation reports in a timely manner
- 2) **Direct Interventions for Students**
  - Provides interventions to students to support the teaching process and to maximize learning and adjustment.
- 3) **Consultations and Training**
  - Provides consultation to parents, teachers, and other school personnel, and community agencies to enhance the learning and adjustment of students.
- 4) **Program Development**
  - Assists in the planning, development, and evaluation of programs to meet identifies learning and adjustment needs.
- 5) **School Psychology Program Implementation**
  - Delivers a planned and coordinated program of psychological services

**6) Professional Practice and Development**

- Applies ethics and standards of professional practice in the delivery of school psychological services and observes relevant laws and policies that govern practice.
- Participates in professional organizations and continually seeks to improve professional knowledge and skills.

**7) Communication and Relationship Skills**

- Communicates effectively with students, parents, and school staff.
- Performs all other duties and responsibilities as assigned by supervisor

**PHYSICAL AND COGNITIVE REQUIREMENTS**

**Must be able to:**

- Prepare, read and comprehend a variety of job related forms, reports, spreadsheets, maps, plans, records, documentation and correspondence in all languages required by the job
- Understand and conform to all rules of punctuation, grammar, diction and style
- Speak to individuals or groups of people with poise, voice control and confidence
- Respond adequately to inquiries or complaints
- Write using standard convention in all languages required by the job
- Apply principles of logical or scientific thinking to define problems, collect data, establish facts and draw valid conclusions
- Apply common sense understanding to carry out instructions furnished in written, oral or diagrammatic form
- Communicate effectively and efficiently in all languages required by the job using whatever communication device or system is required (telephone, Braille)
- Use/interpret job related terminology, mathematical formulas and functions effectively and efficiently
- Deal with people beyond giving and receiving instructions
- Perform under stress, deal with persons acting under stress and adapt when confronted with emergency situations
- Be sensitive to cultural differences among individuals and groups of persons
- Operate a motor vehicle
- Operate/use a variety of automated office machines and other job specific office equipment

*DISCLAIMER: The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties and skills required of the position. All employees may have other duties assigned at any time.*

**INSTRUCTIONS TO APPLICANTS**

- 1. The stated deadline will be strictly adhered to. All applications must be in the Human Resources Office of the Public Schools of Robeson County by 5:00 p.m. on the stated deadline date in order to be considered for the position.**
- 2. All candidates should submit an on-line application which, will include:**
  - (1) A cover letter stating your interest.**
  - (2) A current resume listing experience, qualifications plus other relevant information.**

3.     **Selection Process: The screening of candidates includes three steps:**
  - (1) Review of applications & resume**
  - (2) Administration of leadership style assessments**
  - (3) Formal interviews by the screening committee for selected applicants.**
  
4.     **Current Employees and active applicants should submit a written statement of their desire to be considered for the specific position along with a resume.**

**Applications should be mailed to:**

**Human Resources  
Public Schools of Robeson County  
P. O. Drawer 2909  
Lumberton, NC 28359  
E-Mail: [berlinda.jackson@robeson.k12.nc.us](mailto:berlinda.jackson@robeson.k12.nc.us)**

**Public Schools of Robeson County is an Equal Opportunity Employer and does not discriminate on the basis of race, sex, color, age, religion, national origin or handicap.**

