

**THE SCHOOL BOARD OF MANATEE COUNTY**  
**Local Title: PSYCHOLOGIST, SCHOOL**  
**State Title: School Psychologist**  
**JOB DESCRIPTION**

**JOB GOAL:**

To assist all students to reach their maximum academic/behavioral/social potential in order to become a contributing member of the community.

**QUALIFICATIONS:** Master's Degree from an accredited educational institution.

1. Certification in school psychology by the Florida Department of Education or licensure as a psychologist or school psychologist under Chapter 490, F.S.
2. Experience in a school setting preferred.

**KNOWLEDGE, SKILLS AND ABILITIES:**

Knowledge of child growth and development tests, measurement theory and foundations, and community resources and services available for student assistance. Ability to conduct comprehensive psycho-educational evaluation of students. Ability to verbally communicate and consult effectively with parents, school personnel and the public. Ability to communicate results of evaluation findings in written correspondence to assist students, parents and school personnel in the resolution of problems in student learning, behavior and mental health. Ability to interact successfully with parents, school personnel and administrators. Skill in communicating effectively orally and in writing. Skills and ability to apply and interpret federal, state and local laws and policies governing the provisions of educational services to students with disabilities. Knowledge of methods to be employed in times of crisis. Knowledge of counseling techniques both individual and group. Knowledge of behavioral management strategies.

**REPORTS TO:**

Supervisor, Student Services

**SUPERVISES:**

N/A

**PERFORMANCE RESPONSIBILITIES:**

1. Participate in child study team planning strategies or Individual Education Plans (IEPs) to help meet the needs of identified students.
2. Select, develop or modify psychological assessment materials that identify learning needs of students.
3. Establish short- and long-range plans designed specifically to support the district's exceptional education plan.
4. Plan and prepare intervention strategies for parents and teachers that are effective.
5. Prepare and maintain periodic records as required and in a timely manner.
6. Coordinate and implement school-wide and District-wide psychological services and activities.
7. Use technology effectively.
8. Manage time efficiently.
9. Analyze and interpret information to make diagnoses and recommendations.
10. Provide follow-up conferences with parents and teachers to share information.
11. Conduct comprehensive follow-up with tested students to determine the effectiveness and implementation levels of recommendations.
12. Suggest a variety of realistic and effective intervention strategies for teachers to use.
13. Assist in early identification of students' school-related problems, behavior, and emotional social.
14. Work effectively with students, parents, colleagues, community agencies and staff.
15. Provide direct observation and/or crises intervention as necessary.
16. Recognize overt indicators of student distress or abuse and take appropriate action.
17. Demonstrate knowledge and understanding of a broad curriculum base.
18. Consult with parents, teachers, administrators and other school staff to facilitate the learning and adjustment of students.
19. Use effective consultative behaviors.

20. Interpret educational policies, programs and procedures for parents.
21. Conduct in-service training for faculty and staff.
22. Demonstrate professional growth and continuous improvement of professional knowledge and skills.
23. Participate in District-sponsored staff development programs.
24. Act in a professional and ethical manner and adhere at all times to the Professional Code of Ethics and Standards of Professional conduct.
25. Prepare all required reports and maintain all appropriate records.
26. Mentor new colleagues.
27. Perform and fulfill professional responsibilities.
28. Perform other duties consistent with the goals and objectives of this position.

**PHYSICAL REQUIREMENTS:**

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force and/or up to 10 pounds of force as needed to move objects.

**TERMS OF EMPLOYMENT:**

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

**EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

Board approved:

Revised:

07/08/2002

07/28/2003

05/21/2007

06/12/2018

**SALARY SCHEDULE: SAMP**

**PAY GRADES: B11, C11, D11**

**SHORT TITLE: STS087 (11 Month), STS088 (12 Month), STS149 (10.5 Month)**

**STATE JOB CODE: 61420**