

SCHOOL PSYCHOLOGIST JOB DESCRIPTION
BRANCBURG TOWNSHIP PUBLIC SCHOOLS

Branchburg, New Jersey

*Job Description
School Psychologist*

I. Title: School Psychologist

II. Qualifications:

1. Valid New Jersey School Psychologist Certificate
2. Prior work experience on a Child Study Team including case management
3. Knowledge of NJAC 6A:14

III. Primary Function: The school psychologist functions as a member of the child study team to assess the cognitive and functional needs of students with learning differences in their educational environment

Reports to: Supervisor Pupil Personnel Services

Major Duties and Responsibilities:

- Participate in the identification/referral process and assist in the determinations as to the extent of Child Study Team interventions.
- Conducts psychological evaluations
- Gathers, analyzes, and uses data to determine learner/program needs, measure learner/program progress, guide interventions, and provide timely feedback to learners, families, and staff
- Interpret findings in the psychological evaluations to the Child Study Team, parents, teachers, and administrators.
- Effectively plans, coordinates, and manages programs and services consistent with established guidelines, policies, and procedures
- Participate in parent conferences relating Child Study Team information and classification.
- Contribute to the development of an Individualized Educational Program in accordance with each student's psychological needs.
- Provide direct assistance to students, parents, staff and administrators.
- Provide assistance in the development of in-service.
- Participate in research related to the student and education.
- Work with administrators and teachers to develop methods of prevention, detection and correction of educational problems.
- Develop and implement the Individualized Education Program (I.E.P.) which includes:
 - current educational status
 - instructional strategies
 - appropriate programs
 - related services
 - evaluative criteria
- Carry out responsibilities of Case Manager:
 - contact person for parents, teachers, administrators

- coordinate annual I.E.P. reviews
- monitor implementation of I.E.P.
- revise I.E.P. annually and as needed
- monitor timely completion of evaluative process
- Visit out-of-district programs for placement options when necessary
- Member of Crisis Intervention Team
- Works alongside Guidance to assess emotional status of learners
- May perform Functional Behavior Assessments as needed
- Collaborates with behavior consultant
- May run Social Skill groups as mandated by IEP
- Demonstrates behavior consistent with legal, ethical, and professional standards, contributes to the profession, and engages in professional growth

TERMS OF EMPLOYMENT: In accordance with negotiated agreement.

EVALUATION: In accordance with the Board of Education policy.

Approved on: April 11, 2013