

**EASTERN CAMDEN COUNTY REGIONAL SCHOOL DISTRICT  
JOB DESCRIPTION**

**SCHOOL PSYCHOLOGIST**

**QUALIFICATIONS:**

1. New Jersey certification as a School Psychologist
2. Such alternative qualifications as the Board of Education may find appropriate and acceptable.

**REPORTS TO:**

Director of Special Services.

**JOB GOAL:**

The School Psychologist conducts psychological assessments of students with learning and emotional difficulties and consults with other staff members and parents/guardians in order to provide such students with appropriate instruction. The School Psychologist provides individual and group counseling to special needs students as per their Individualized Education Programs (IEPs).

The School Psychologist works cooperatively with school district personnel including principals, district supervisors, teachers and Child Study Team members.

**PERFORMANCE RESPONSIBILITIES:**

1. Serves as an active member of the basic Child Study Team, complying with State and Federal statutes, conducting psychological assessments of students, writing reports and Individualized Education Programs (IEPs).
2. Reports psychological assessment findings at regularly scheduled IEP meetings, interpreting the implications of intellectual and social emotional functioning.
3. Actively participates in the deliberations of the Child Study Team, jointly classifies educationally disabled students and assists in the planning of Individualized Education Programs (IEPs) for them.
4. Consults with appropriate school personnel directly responsible for the implementation of the Individualized Education Programs (IEPs) for disabled students.
5. Assists in coordinating, monitoring and evaluating the effectiveness of the Individualized Education Programs (IEPs).
6. Serves as Case Manager of assigned students.

7. Maintains confidential records of students in accordance with State and Federal laws and Board of Education policies, including records of all psychological services provided.
8. Provides individual and group counseling relative to a student's personal adjustment and emotional health.
9. Works with general education and special education teachers in the solution of management problems of students with learning or emotional disabilities.
10. Assists in the response to crisis situations in tandem with colleagues and community personnel.
11. Assists with in-services training of school personnel.
12. Attends workshops/seminars/professional meetings to remain informed of new developments and literature in school psychology, assuming responsibility for professional growth and maintenance of licensure and/or certification.
13. Provides thorough and timely reports, data, information, etc., as requested by the Director of Special Services.
14. Carries out duties consistent with periodic changes in State and Federal regulations pertaining to students with educational disabilities.
15. Performs other duties and responsibilities incidental to the position or as assigned by the Director of Special Services and/or building Principal.

**TERMS OF EMPLOYMENT:** Ten (10) month contract consistent with the agreement negotiated between the Eastern Camden County Regional School District Board of Education and the Eastern Education Association.

**ANNUAL SALARY:** To be established by the Board of Education.

**EVALUATION:** Performance to be evaluated in accordance with State law, the provisions of the Eastern Camden County Regional School District Board of Education policies on the evaluation of professional staff and the agreement between the Eastern Camden County Regional School District Board of Education and the Eastern Education Association.

**APPROVED:** December 21, 2016