

Job Description

Job Title: School Psychologist Intern
Position Code:
Job Classification: Exempt

Supervisor: Building School Psychologist
Pay Grade: Temporary
Contract Length: Variable

Job Summary

Position works with a supervising School Psychologist and is responsible for the identification, place and follow-up of students referred for special and general education assessment at a specific school site. The School Psychologist Intern will also provide consultation to teachers; will provide counseling of special education and general education students under the supervision of the supervising School Psychologist. The position will provide written reports documenting assessment results and observations.

Essential Duties

1. Provides whole class mental health/social-emotional lessons.
2. Plan for and provides direct counseling services to special education and general education under the supervision of school psychologist.
3. Administer cognitive, adaptive, social-emotional, visual, motor, auditory and academic testing.
4. Observe and conduct alternative assessments. Completes and interprets assessment results in writing.
5. Participates in IEP and SST meetings, as needed.
6. Conducts initial and triennial evaluations, writes reports, and presents assessment results at IEP meetings.
7. Observe students in a variety of settings.
8. Consults with teachers, administrators, parents and community resources regarding students in special and general education.
9. Models nondiscriminatory practices in all activities.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Other Duties:

1. Keeps abreast of developments and research in the field of school psychology.
2. Performs any other related duties as assigned by the Building School Psychologist or other appropriate administrator.

Job Specifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities, who are otherwise qualified, to perform the essential functions.

Minimum Qualifications (Knowledge, Skills and/or Abilities Required)

Must meet the requirements for candidacy for Pupil Personnel Service Credential in School Psychology from an accredited institution. Must receive a passing score on the CBEST and TB clearance. Must possess the ability to work cooperatively as an interdisciplinary team member. Must possess excellent communication and time management skills. Must possess the ability to establish and maintain effective working relationships with community agencies, students, families, team members, and others.

Working Conditions & Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions. Must have the ability to sit and stand for extended periods of time; exhibit manual dexterity to dial a telephone and enter data into a computer; hear and understand speech at normal classroom levels, outdoors and on the telephone; speak in audible tones so that others may understand clearly in

normal classrooms, outdoors and on the telephone; physical agility to lift up to 25 pounds; to bend, stoop, climb stairs, and reach overhead.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Duties are normally performed in a school/classroom environment. The noise level in the work environment is usually moderate.

Supervision Exercised: None

Supervision Received: Building School Psychologist

This job description in no way states or implies that these are the only duties to be performed by this employee. The School Psychologist Intern will be required to follow any other instructions and to perform any other related duties as assigned by the Building School Psychologist or appropriate administrator. Newport News Public Schools reserves the right to update, revise or change this job description and related duties at any time.

Approvals:

Supervisor

Date

I acknowledge that I have received and read this job description.

Employee Name (Print)

Signature

Date

05/2022 CR