

COTATI-ROHNERT PARK UNIFIED SCHOOL DISTRICT

JOB DESCRIPTION

POSITION

SCHOOL PSYCHOLOGIST INTERN
UNREPRESENTED

DEFINITION OF POSITION

Under the general supervision of a certificated school psychologist and the general direction of the Director of Special Education, provide psychological services to schools, including testing, counseling and consulting to assist in meeting the social, emotional and educational needs of students.

EXAMPLES OF DUTIES

- Provide psycho-educational assessments of students for districts and programs and participate in resulting Individual Educational Program (IEP) meetings;
- Interpret psycho-educational assessment results;
- Develop student goals and objectives;
- Facilitate IEP meetings, as required;
- Provide written reports analyzing, interpreting and summarizing test results, observations and information from school personnel, students and parents;
- Act as liaison between public and private agencies and county programs;
- Develop, coordinate and provide inservice training to staff, parents, agency and district personnel;
- Maintain professional competencies in areas of responsibility;
- Maintain contact with and participate in professional job related organizations and serve as a liaison to professional groups;
- Perform other duties as assigned.

DESIRABLE QUALIFICATIONS

Knowledge Of:

- Federal and state laws, codes, regulations and requirements pertaining to areas of assigned responsibility for regular and special education;
- Principles, practices, methods and strategies applicable to special education curriculum development and strategies for implementation;
- Psychological and educational techniques, tests, materials, methods, theories and trends in assessment and identifying a typical student learning and behavior characteristics.

Ability To:

- Counsel students and parents in individual and group situations;
- Select and apply appropriate assessment instruments and methods of assessment;
- Write coherent and comprehensive psychological reports;
- Communicate effectively both orally and in writing;
- Establish effective working relationships with staff, district personnel, other agencies and the public;
- Be flexible and receptive to change;
- Adapt to periodic heavy workload;

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- Maintain regular and reliable attendance.

EXPERIENCE/EDUCATION

Any combination of education and experience that would likely provide the knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: A Bachelor of Arts Degree from an accredited college or university with an emphasis in educational psychology or closely related field. One (1) year of fieldwork in an accredited School Psychologist Program.

Experience: At least one (1) year experience as a trainee in a school district, using appropriate psycho/educational assessments. A background or experience/interest working with students with learning disabilities, emotional disturbance, autism, or severe handicaps.

Credentials: Eligible to apply for an intern credential by meeting the education/experience requirements above.

PHYSICAL ABILITIES

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 accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee may occasionally encounter outside weather conditions, walking on uneven ground when outdoors; exposure to student illness, injuries, infections and bodily fluids. May be required to maneuver into awkward positions. The noise level in the work environment is usually moderate.

Sitting: Frequently

Standing/walking: Frequently

Waist bending: Rarely

Neck bending: Rarely

Squatting: Rarely

Climbing: Rarely

Kneeling: Rarely

Crawling: Rarely

Neck twisting: Rarely

Waist twisting: Rarely

Pushing/pulling: Rarely

Running: Rarely

Reaching:

Above shoulder: Occasionally

Below shoulder: Occasionally

Lifting/Carrying:

0-10 lbs: Frequently – weights carried 50 to 100 feet at a time

11-25 lbs: Occasionally – weights carried up to 100 feet at a time

26-50 lbs: Occasionally – weights carried from 10 to 100 feet at a time

51+ lbs: Rarely

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Hand Activities:

Repetitive hand use: Frequently

Simple grasping: Frequently

Power grasping: Occasionally

Fine manipulation: Frequently

Hand and arm twisting/turning: Frequently

Computer operations/writing: Frequently

OTHER REQUIREMENTS

- Fingerprint clearance prior to employment
- TB clearance prior to employment
- Compliance with current health mandates
- Completion of mandated trainings

BOT 11/19/2024