

# DESERT SANDS UNIFIED SCHOOL DISTRICT

## Job Description

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**Title:** Psychologist **Reports To:** Senior Director, Special Education

**Department:** Special Education/Student Support Services **Classification:** Management-Certificated

**Work Year:** 202 Days **Salary:** Management Salary Schedule

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### **Basic Functions:**

Under the direction of the Senior Director of Special Education, provide professional psychological services to students within the District, develop, write and implement comprehensive individual educational plans for special education students; perform a variety of professional services throughout the District including individual and group counseling, consultations, psychological testing and evaluation.

### **Representative Duties:**

1. Perform professional evaluations of psychological, social and educational needs of individual referred students.
2. Utilize a variety of psycho-diagnostic techniques and procedures, to evaluate student; design and formulate appropriate treatment plan and solution strategies; recommend student eligibility for special education school/class placement and strategies for improving achievement and behavior.
3. Develop, write and implement comprehensive individual educational plans for special education student; prepare annual reevaluation; serve as mandated member on IEP Teams at the District and county level.
4. Select, administer, score and evaluate a variety of educational diagnostic tests; interpret test results to parent and professionals and make recommendations; compile group testing scores for State reports and District information; coordinate District and group testing.
5. Prepare, develop and maintain confidential records and files on referred student in accordance with legal and professional requirements.
6. Consult with administrators, faculty, specialist and other District personnel as requested; participate in planning educational programs and curriculum, resolving student transfer problems determining promotion, retention and suspension of students, enhancing staff cooperation and satisfaction and determining behavior management procedures.
7. Provide counseling to student and parents; utilize techniques as needed including changing the educational environment, changing the level of difficulty of school work assigned, delaying or accelerating promotion to a higher grade level, changing parent or teacher responses to student behavior, placement in special education program or referring student to private therapist or other appropriate agency.
8. Confer and communicate with physicians, other professionals authorities and representatives of private and government agencies regarding the problems, progress and treatment plans for referred student.
9. Attend and participate in a variety of professional meetings and conferences related to educational psychology; attend staff and administrative meetings as directed.

Job Description  
Psychologist

10. Prepare case histories and coordinate cases including providing technical assistance to teachers, consultation with community agencies and others to complete a case study.
11. Consult with special education teachers periodically to assess student progress; discuss and modify as needed the goals, methods, procedures and educational materials for each student.
12. Remediate crisis and emergency situations requiring immediate attention; refer student for appropriate medical or psychotherapeutic treatment, hospitalization, residential treatment or further specialized mental health evaluation.
13. Perform a variety of related functions to facilitate learning and development through the prevention, identification, evaluation and remediation of educational problems.
14. Perform related duties as assigned.

**Knowledge and Skills Required:**

- Working knowledge of curriculum.
- Organizational and problem solving skills.
- Oral and written communication skills.
- Experience in facilitation/collaboration preferred (e.g. DuFour training).

This description is not intended to encompass all duties and responsibilities that may be assigned to or performed by an individual. The job description is intended only to identify the types of duties and responsibilities that can be performed by an individual assigned to this classification.

**Education and Experience:**

Successful and extensive psychology experience preferred.

**Licenses, Certifications and Testing Required:**

- Valid California Credential.
- Fingerprint/criminal justice clearance.
- Tuberculosis clearance.
- Must possess or have ability to obtain a valid California Driver's License.

**Physical Requirements and Working Conditions:**

The Office of Certificated Personnel Services embraces the American with Disabilities Act (ADA). The requirements of the position are maintained in the Personnel Department; and, the individual shall be able to perform the essential functions of the position.

While performing the duties of this job, the employee is regularly required to sit, walk, stand and talk or hear. Specific vision abilities required by the job include close vision and distant vision. Frequently driving is essential in meeting the demands of the job. Occasionally, yet essential to this position, the individual must meet deadlines with severe time constraints, while interacting with the public and other workers. Occasionally, the position requires the employee to work irregular and extended hours. Directly responsible for the safety, well-being or work output of other people. Ability to meet multiple demands from several people.