

**WINOOSKI SCHOOL DISTRICT**  
**Job Description**

**Job Title:** School Psychologist

**Date Approved/Updated:** September 14, 2011

**Location:** District

**Job Group:** Staff, Non Union

**Reports To (Position Name):** Director of Special Education

**Summary of Position Responsibilities:** To improve the educational experience for students with behavior challenges, cognitive disabilities, emotional and learning disabilities.

**Essential Duties and Responsibilities:**

1. Conducts extensive psychological evaluations of referred students for special education eligibility.
2. Interprets psychiatric and mental health diagnoses to school personnel, or other service providers, parents and the student.
3. Makes home and school recommendations on ways to support a student referred to him/her for examination.
4. Acts as a liaison with outside mental health/counseling agencies.
5. Maintains appropriate case records.
6. Participates in case conferences when referred students are involved, or as requested.
7. Serves as a resource person for teachers and other school personnel.
8. Collaborates with personnel, mental health organizations, physicians and social welfare agencies.
9. Participates in in-service training programs.
10. Attends scheduled education evaluations, IEPs, 504 meetings and alternative program weekly meetings.
11. Keeps abreast of new developments in the field.
12. Other duties as assigned by supervisor.

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*The information contained in this job description is for compliance with the Americans With Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual(s) currently holding this position and additional duties may be assigned. The Board reserves the right to waive the essential requirements contained in this job description.*

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**Supervisory Responsibilities include:** training.

**Qualification Requirements:**

*The requirements listed below are typical of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Education and/or Experience: Master’s Degree or higher in Psychology. Experience in a school or clinical setting.

Certificates, Licenses, Registrations: Appropriate Vermont licenses

Language Skills: Excellent oral and written communication skills.

Mathematical Skills: Advanced math skills.

Reasoning Ability: Excellent problem solving skills.

Other Skills and Abilities: Ability to manage multiple evaluations.

**Physical Demands:**

*The physical demands are typical 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. Indicate with the following designations O=occasionally F=frequently or C=constantly for each essential function of the job. Leave blank if it is not essential to the job:*

- Standing     Walking     Sitting     Lifting     Carrying     Pushing  
 Pulling     Climbing     Balancing     Stooping     Kneeling     Crawling  
 Crouching     Reaching     Handling     Fingering     Feeling     Talking  
 Hearing     Far Vision     Near Vision     Color Vision     Depth Perception     Repetitive Motion  
  
 Eye/Hand/Foot Coordination

**Physical Effort:** Please indicate on the continuum the requirements of this position:

<i>Sedentary Work</i>	<i>Light Work</i> <b>XX</b>	<i>Medium Work</i>	<i>Heavy Work</i>	<i>Very Heavy Work</i>
Lifts up to 30 lbs Walks/stands occasionally	Frequently lifts up to 10 lbs. Frequently walks/stands.	Frequently lift/carry up to 25 lbs.	Frequently lift/carry up to 50 lbs.	Frequently lift/carry up to 50 lbs or more.

**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. Indicate with the following designations N=Never O=occasionally F=frequently or C=constantly for each essential function of the job:*

- Exposure to weather     Extreme heat     Extreme cold     Noise     Dust, vapors, fumes  
 Time constraints     Public contact     Deadlines     Travel     Inside work

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***Terms of Employment:*** Contracted at an hourly rate as negotiated.

***Compensation:***

***Evaluation:*** Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

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