

**GREGORY-PORTLAND INDEPENDENT SCHOOL DISTRICT
JOB DESCRIPTION**

Job Title: Licensed Specialist in School Psychology

Wage/Hour Status: Exempt

Reports to: Director of Special Education

Admin/Prof Pay Grade: 103 (197 Days)

Dept./School: Special Education

Date Revised: 08/25/2021

Primary Purpose:

The Licensed Specialist in School Psychology- LSSP (Behavior Intervention) performs professional psychological work in consultation and behavior management and serves as a professional development trainer and coach for campus professionals to implement a common district-wide language and structure associated with Positive Behavior Interventions and Supports (PBIS). The LSSP (Behavior Intervention) recognizes and addresses school-wide and individual social, emotional, and behavioral concerns that hinder academic growth. The LSSP (Behavior Intervention) provides school and district level consultation to support campuses on the use of multi-tiered systems of supports to address student social and emotional needs and promote mental health awareness.

Qualifications:

Education/Certification:

Master's or Specialist degree in school psychology from accredited college/university

Valid Texas license as a licensed specialist in school psychology granted by the Texas State Board of Examiners of Psychologists* OR

Verification of completion of all coursework and practicum experience from a school psychology program and recommendation from the program that the student is eligible to enter in to a school psychology internship

Special Knowledge/Skills:

Knowledge of procedures for assessing achievement and intellectual, emotional, and behavioral functioning for educational purposes

Knowledge of prevention and intervention strategies, including behavior management interventions

Knowledge of psycho-social development

Knowledge of individual and group counseling practices and techniques

Strong consultation skills for conferencing with teachers, parents, and students

Excellent organizational, communication, and interpersonal skills

Bilingual, preferred

Experience:

Two years experience providing special education or psychological services in an educational setting

Practicum and/or internship completed in a public school setting preferred

Major Responsibilities and Duties:

Assessment

1. Select and administer assessments and observations to evaluate the intellectual, emotional, and behavioral functioning of students referred for special education and to determine student eligibility for special education services according to federal and state regulations.
2. Score and interpret test data.

3. Develop and assist in monitoring psychological evaluation reports and behavior management plans.
4. Conduct classroom observation and personal interviews.
5. Participate in the Admission, Review, and Dismissal (ARD) Committee meetings to assist with appropriate program services and development of Individual Education Plans (IEP) for students according to district procedures.
6. Collect and organize relevant assessment data from student's cumulative folder, classroom teachers(s), principal, support staff, parents, and outside resources.
7. Assist classroom teachers with implementation of IEPs and interventions as appropriate.
8. Conduct crisis assessments as part of the Crisis Response Team.

Consultation

9. Participate in Multi-Tiered System of Supports (MTSS) Committee meetings to provide recommendations on evidence-based interventions for behaviors impeding learning.
10. Participates positively and effectively at grade-level, team, school, and district level meetings including such efforts as serving as a coach for school or district level Positive Behavioral Interventions and Supports (PBIS) teams.
11. Provide staff development training in assigned schools to assist school personnel in understanding and providing for the social-emotional needs of students.
12. Provide counseling and/or social skills instruction to students..
13. Conduct group and individual counseling sessions and facilitative therapy for students with identified social-emotional deficits.
14. Serve as consultant on mental health topics for staff on an as needed/requested basis.
15. Consult with school staff regarding implementation of behavior support plans and the management of behaviorally disruptive students.
16. Provide staff development training to assist school personnel with an understanding of students with emotional, social, and behavioral disturbances and provide intervention strategies related to learning and behavior.
17. Meet with parents to discuss pertinent background information and results of psychological evaluations.
18. Consult with teachers and relevant staff concerning the educational needs of students and interpretation of assessment data.
19. Consult with psychologists, psychiatrists, medical doctors, and community agencies concerning intellectual, emotional, and behavioral functioning of students as needed.

Program Management

20. Develop and maintain appropriate and effective relationships with students and parents.
21. May provide clinical supervision to intern or trainee.**

22. Develop and coordinate a continuing evaluation of psychological services and assessment procedures and recommend changes based on findings.
23. Assist in the selection of assessment materials and equipment.
24. Compile, maintain, and file all physical and computerized reports, records, and other documents required, including case records, test results, statistical data, and test inventories.
25. Comply with policies established by federal and state law, State Board of Education rule, and local board policy in the areas of psychological services, assessment, placement, and planning for special education services.
26. Comply with all district and local campus routines and regulations.
27. Participate in professional development activities to improve skills related to job assignment.

Communication

28. Plan and coordinate a program of psychological services for students, teachers, and parents.
29. Maintain a positive and effective relationship with supervisors.
30. Maintain a positive and effective relationship with colleagues.
31. Effectively communicate with colleagues, students, and parents.

Other

32. Follow district safety protocols and emergency procedures.
33. Perform other duties as assigned.

Supervisory Responsibilities:

None.

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:

Maintain emotional control under stress. Regular districtwide travel to multiple work locations as assigned; moderate lifting and carrying. May be required to lift and transfer students to and from wheelchair or assist with positioning students with physical disabilities.

**Note: The correct title for the person holding the Licensed Specialist in School Psychology is Licensed Specialist in School Psychology or LSSP. Only individuals who meet the requirements of Chapter 22 Texas Administrative Code §467.2 may refer to themselves as school psychologists (i.e., hold a doctorate in area of specialization).*

***Note: An LSSP must have a minimum of three years of experience providing psychological services in the public school to provide supervision of an intern or trainee.*

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.