

SCHOOL PSYCHOLOGIST INTERN

Purpose Statement

Under the immediate supervision of the school psychologist, the psychologist intern will perform the following essential functions.

Essential Functions

- Conduct psycho-educational evaluations for special education, including interpreting results, writing reports, attending IEP meetings and presenting assessment findings to the team.
- Participate in and co-chair IEP meetings
- Participate in the SST process
- Provide support with the Student Success Team (SST) process for administration, teachers and support staff
- Conduct systematic behavioral observations of student in a variety of settings
- Consult with teacher, administrators, parents and community resources regarding students in special education as well as regular education
- Observe and conduct a functional behavior assessment or other behavior intervention
- Participate in a school program, such as the crisis intervention team, develop 504 accommodations, and refer to outside agencies
- Provide individual and group counseling and early intervention for students showing signs of having learning difficulties or other difficulties hindering their academic progress including but not limited to social skills training, anger management, conflict resolution, and peer mediation
- Other duties as assigned

Job Requirements & Skills

SKILLS are required to perform multiple, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: applying pertinent codes, policies, regulations and/or laws as related to worker compensation and employee benefits; communicating with diverse groups; operation standard office equipment including utilizing pertinent software applications; and preparing and maintaining accurate records.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read technical information, compose a variety of documents, and/or facilitate group discussions; and solve practical problems. Specific knowledge is required to satisfactorily perform the functions of the job includes: business telephone etiquette and office methods and practices.

ABILITY is required to schedule a number of activities, meetings, and/or events; gather, collate, and/or classify data; and consider a number of factors when using equipment. Flexibility is required to independently work with others in a wide variety of circumstances; work with data utilizing defined and similar processes; and operates equipment using standardized methods. Ability is also required to work with a diversity of individuals and/or groups; work with a variety of data; and utilize specific, job-related equipment. In working with others, problem solving is required to identify issues and create action plans. Problem solving with data requires independent interpretation of guidelines; and problem solving with equipment is limited to moderate. Specific abilities required to satisfactorily perform the functions of the job include: none specified.

ABILITY TO:

- Communicate effectively both orally and in writing
- Make independent decisions
- Utilize various testing techniques, materials, equipment and instruments
- Establish and maintain cooperative and effective working relationships with others

Responsibility

Responsibilities include: working independently under broad organizational guidelines to achieve unit objectives; managing multiple departments; and determining the use of funds. Utilization of significant resources from other work units is routinely required to perform the job's functions. There is a continual opportunity to significantly impact the organization's services.

Work Environment

The usual and customary methods of performing the job's functions require the following physical demands: Sitting for extended periods of time, occasional lifting, carrying, pushing, and/or pulling; some climbing and balancing; some stooping, kneeling, crouching, and/or crawling, significant fine finger dexterity, hearing and speaking to exchange information and make presentations. The job is performed under some temperature extremes and some hazardous conditions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Experience

Job related experience with increasing levels of responsibility
Current enrollment in a Master's program in School Psychology
University verification regarding Intern eligibility

Education

Bachelors (BA/BS)
Current enrollment in a Master's program in School Psychology
University verification regarding Intern eligibility

Required Testing

Successful Completion of Pre-Employment Process

Additional Qualifications

Ability to travel to other sites/locations

Continuing Education/ Training

Training attendance at workshops as appropriate

Certificates & Licenses

None Specified

Clearances

DOJ/FBI Fingerprint Clearance
TB Clearance

Supervision

Executive Director of Student Services

Salary Grade

Stipend

Work Year

195 Days