

SAN MATEO COUNTY OFFICE OF EDUCATION SCHOOL PSYCHOLOGIST

JOB SUMMARY:

Under the general supervision of an assigned administrator, provide psychological services to schools, including testing, counseling and consulting to assist in meeting the social, emotional and educational needs of students in regular and special education programs being serviced by the San Mateo County Office of Education; administer and interpret psychological assessments of students; prepare recommendations regarding the evaluation and placements of students; consult with teachers, administrators, specialists, agency and district personnel and parents; counsel students; coordinate behavior management programs.

ESSENTIAL DUTIES:

- Provide psycho-educational assessments of students, interpret psycho-educational assessment results and determine qualification for special education services;
- Participate in the assessment, diagnosis, and planning for special needs students;
- Develop student goals/objectives and consult with teachers, administrators, and related service providers on an ongoing basis to monitor the educational program;
- Participate on a multidisciplinary team in the development of IEP and facilitate IEP meetings;
- Provide written reports analyzing, interpreting and summarizing test results, observations and information from school personnel, students and parents;
- Counsel individuals and groups of students;
- Interact with staff from student's school district of residence around IEP issues, changes of placement, and other appropriate issues;
- Evaluate and assess students when required during a disciplinary dispute (suspension and/or expulsion);
- Consult with community mental health staff; assists staff in the modifications and monitoring of programming required following transition of mental health services;
- Develop, coordinate and provide in-service training to staff, parents, agency and district personnel.

KNOWLEDGE OF:

- Federal and state laws, codes, regulations and requirements pertaining to areas of assigned responsibility for 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;
- Use of alternative modes of assessment, curriculum-based assessment, and tests of adaptive behavior
- Human development, education learning theory, and special education instructional programming

SKILLS AND ABILITY TO:

- Select and apply appropriate assessment instruments and methods of assessment;
- Ability to develop behavioral intervention strategies for use in the classroom, playground, school bus and at home;
- Ability to assess cultural, socioeconomic, and ethnic factors affecting learning ability;
- Ability to work and problem solve with other support personnel, teachers, parents, and other consultants;
- Skills in differential diagnosis, particularly in the relationship between behavior and the student's academic functioning;
- Communicate effectively both orally and in writing;
- Establish effective working relationships with staff, district personnel, other agencies and the public;
- Analyze situations accurately and adopt an effective course of action;
- Prepare and maintain various records, reports and files.

ENVIRONMENT:

- Indoor work environment;
- Driving a vehicle to conduct work.

PHYSICAL DEMANDS:

- Use and manipulate a computer keyboard and other office equipment;
- Read a variety of materials;
- Sit and stand for extended periods of time;
- Lifting and/or carrying 0-30 pounds to waist height.