

PERRIS UNION HIGH SCHOOL DISTRICT

Board Approved: February 16, 2011
Salary Schedule: #125

Perris Union High School District provides equal opportunity in employment without regard to race, religion, color, national origin, ancestry, physical handicap, medical condition, sexual orientation, marital status, age and gender in accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Perris Union High School District policy. A physical examination and drug screen may be required of all finalists before employment.

JOB TITLE: SCHOOL PSYCHOLOGIST

JOB PURPOSE STATEMENT: Provides psychological services to schools including testing, counseling, and consulting to assist them in meeting the educational needs of pupils.

JOB FUNCTIONS:

- Administers to pupils (on an individual basis) intelligence tests (i.e., Binet, WISC, WAIS, Leiter), achievement tests, personality tests, and tests to measure perceptual and motor development.
- Evaluates and interprets all testing and makes recommendations for school and class placements for the following programs: educable mentally retarded, trainable mentally retarded, educationally handicapped, severe learning problems, and physically handicapped.
- Accurately appraises a child's potential for learning, and identifies those factors which thwart optimal school adjustment.
- Assists in developing new educational approaches to deal with unusual learning problems.
- Interprets test findings to parents as requested; counsels with parents regarding pupil's potential, achievement level, and personality adjustment; recommends to parents ways of helping pupil or recommends sources from which they may seek further counseling.
- Confers with teachers, administrators and other professional staff on findings of individual tests and helps them in their efforts to better understand and place each pupil.
- Effectively utilizes staff members, outside the classroom, whose skills and services can contribute to the resolution of individual problems.
- Assists responsible persons in using resources outside the school to deal with physical, personality, or situational problems.
- Consults with other agencies, both public and private, regarding individual cases.
- Consults with other psychologists, psychiatrists, and physicians for the purpose of correlating all available information regarding individual cases.

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JOB FUNCTIONS – continued

- Establishes and maintains effective working relationships with staff, students, parents, and community members.
- Makes recommendations in cases of exemption, non-promotion, acceleration and other cases upon request.
- Counsels individual pupils regarding tests findings, academic problems, social or emotional problems, and general vocational goals upon request of the school administration.
- Maintains contact with current developments within his/her professional specialty and appropriately adjusts his/her methods of operation. Objectively and continuously evaluates his/her services and institutes appropriate changes.
- Performs other duties as assigned.

PHYSICAL ABILITIES:

- Visual ability to read handwritten or typed documents, and the display screen of various office equipment and machines
- Able to conduct verbal conversation in English and read English
- Able to hear normal range verbal conversation (approximately 60 decibels)
- Able to sit (for sustained period of time), stand, stoop, kneel, bend, lift (25 pounds), carry (25 pounds), and walk
- Able to climb slopes, stairs, steps, ramps and ladders
- Able to operate office machines and equipment in a safe and effective manner

SPECIFIC DUTIES AND RESPONSIBILITIES:

- Writes complete reports on each pupil tested and files with test record; keeps required monthly records and files in the Guidance Office; and makes appropriate entries on cumulative record for each pupil tested.
- Participates in faculty meetings, PTA meetings, and other community groups as a representative of the Guidance Office upon request.

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JOB QUALIFICATIONS:

Education/Credentials:

- Hold a Clear Pupil Personnel Services (PPS) Credential with authorization in School Psychology.

Licenses, Certifications, Bonding and/or Testing:

- Possess or obtain a valid California Driver's license
- TB clearance
- Drug/Alcohol clearance
- Criminal Justice Fingerprint Clearance

EMPLOYMENT STATUS:

- Certificated Position