Certified School Psychological Service Provider

TITLE: Certified School Psychological Service Provider

QUALIFICATIONS:

Education/Certification:

I. Masters degree completed by an accredited college or university.

II. Maine Department of Education endorsement 093.

III. Nationally Certified School Psychologist.

IV. Hold a valid state of Maine Criminal History Record Check (CHRC) approval.

REPORTS TO: Director of Special Services

JOB GOALS:

To provide Psycho-educational Evaluations to the Cape Elizabeth School Department with added emphasis on serving as a resource and consultant to support general education and instructional support staff.

PROFESSIONAL RESPONSIBILITIES:

I. Complete multi-disciplinary, comprehensive assessments of students in primary, middle, and secondary school which include, but are not limited to: cognitive, achievement, behavioral, personality, visual motor, memory, adaptive, and observational assessments.

II. Presentation of results in written and oral format to parents, teachers, students, and school administrators.

III. Consultation with teachers and parents.

IV. Implementation of behavior management programs, as well as completing functional behavioral assessments of students.

V. Identification of students presenting with executive functioning disorders.

VI. Identification of students presenting with characteristics associated with Attention Deficit/Hyperactivity Disorder.

VII. Conduct workshops/presentations on assessment tools used by evaluators.

VIII. Member of Pre-Referral and Day-Treatment Team Meetings.

TERMS OF EMPLOYMENT:

Salary, benefits, and work year in accordance with recommendations established by the Superintendent of Schools.

EVALUATION:

The basis of the evaluation will be the extent to which the performance responsibilities of the job are successfully completed and the extent to which yearly action plans and job goals are met. The Director of Special Services will perform the evaluation.

NOTE:

The above job description reflects the general requirements necessary to describe the principal functions or responsibilities of the job identified and shall not be interpreted as a detailed description of all work requirements that may be inherent in the job, either at present or in the future.

School Board Approved: April 10, 2007

Revision #1
Created 30 January 2024 14:51:03
Updated 7 May 2025 19:38:26