

MACON COUNTY SCHOOLS

PSYCHOMETRIST

JOB DESCRIPTION

QUALIFICATIONS:

- (1) Master's degree in Psychometry from an accredited educational institution.
- (2) Bachelor's degree in Education from an accredited educational institution.
- (3) Must meet background clearance requirements as specified by Alabama Statutes and State Board of Education regulations.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of child growth and development; tests and measurement theory and foundations; and of community resources and services available for student assistance. Ability to conduct comprehensive psychoeducational evaluations of students. Ability to verbally communicate and consult effectively with students, parents, and school personnel. Ability to communicate results of evaluation findings in written reports and correspondence. Ability to assist students, parents, and school personnel in the resolution of problems in student learning, behavior and mental health. Ability to interact successfully with parents, school personnel, and administrators. Skills in communicating effectively, both orally and in writing. Skill and ability to apply and interpret federal, state, and local laws and policies governing the provision of educational services to students with disabilities. Knowledge of laws and rules relating to education and other services for persons with disabilities.

REPORTS TO:

Special Education Supervisor

JOB GOAL

To improve the academic achievement, behavioral/social skills, and emotional well being of all students through direct contact with students or through testing and consultations with other professionals.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- * (1) Select, administer, score and interpret tests of intelligence, academic achievement, and personality and attitudes for referred students.
- * (2) Analyze evaluation data and formulate hypotheses and conclusions relating to learning and behavioral issues.
- * (3) Assist in the development of appropriate interventions and strategies to assist individual students in academic growth and school adjustment.
- * (4) Conduct informal and formal observations of students as part of the evaluation process.
- * (5) Participate as a member of school educational planning teams and staffing teams to develop assistance plans for at-risk students.
- * (6) Review student records and analyze information pertinent to student learning and school adjustment needs.

PSYCHOMETRIST (Continued)

- * (7) Assist in determining test score eligibility or non-eligibility of individuals for programs and services for disabled students.
- * (8) Communicate evaluation findings to parents, teachers and others through written reports and oral presentations.
- * (9) Present evaluation findings in exceptional student education staffings to determine eligibility and placement.
- *(10) Participate in the periodic re-evaluation of students with disabilities who are served in special education programs.
- *(11) Utilize knowledge of behavioral principles to develop and assist in the implementation of specific behavioral management plans for individual students, classrooms and schools.
- *(12) Provide training and assistance in intervention techniques and strategies designed to improve student success in the school setting.
- *(13) Serve as expert witness in due process hearings related to students with disabilities.
- *(14) Assist with the interpretation of state and federal rules, laws and policies as they relate to identification, placement and service provisions for students with disabilities or gifted ability and maintain current knowledge of same.
- (15) Perform other tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:

Medium Work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as frequently as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the system's approved compensation plan.
Length of the work year and hours of employment shall be those established by the system.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

Job Description Supplement No. 10

*Essential Performance Responsibilities