



Loudoun County Public Schools

HUMAN RESOURCES AND TALENT DEVELOPMENT JOB CLASS SPECIFICATION

Certified: 4/7/2024

School Psychologist

Pay Scale: C

Level: 3 (11-months) or 5 (12-months)

FLSA Status: Exempt

Job Family: Student Services

Primary Location: School-Based

Department Overview

The Department of Student Services focuses on prevention and intervention approaches in the schools and is committed to the "Education of the Whole Child" to ensure safe, healthy, and supportive learning environments for all students. The department supports student performance through special education, school counseling, student registration, health, social work, student assistance, attendance, homebound, assessment, diagnostic, psychological and parent resource services. The department includes the following teams: Student Services, Student Mental Health Services, Diagnostic and Prevention Services, Special Education, and Procedural Support.

Job Overview

The School Psychologist provides a broad array of psychological services including assessment, consultation, prevention, and intervention, consistent with best practices and in accordance with policies and regulations of the School Board.

Roles and Responsibilities

The following information is intended to describe the overall nature and scope of the work being performed. This is not a comprehensive listing of all responsibilities or tasks; work may differ and other work may be assigned when deemed appropriate.

- Conducts psychological evaluations to assess children's cognitive, social/emotional, and behavioral functioning and their educational needs
- Writes comprehensive psychological reports and holds parent conferences to discuss results
- Attends eligibility meetings to assist in the determination that a child has a disability and needs special education services
- Participates as an active member of multi-disciplinary teams (e.g., Intervention Team(s), Referral Review Team, Return to Learn Team, Unified Mental Health Team) to support school-based interventions for students.
- Provides mental health counseling services to students
- Leads suicide prevention programs (i.e., Signs of Suicide presentations for students, Sources of Strength, gatekeeper training); supports universal mental health and social-emotional learning initiatives
- Assists in conducting threat assessments and suicide screenings; assists with Restorative Practices conferences.
- Provides crisis intervention support in response to critical incidents
- Consults and collaborates with school administration, instructional staff, parents, and students regarding the individual behavioral, educational, and academic needs of students
- Assists in the implementation and provides coaching for the Positive Behavioral Interventions and Supports (PBIS) and provides Multi-Tiered System of Supports (MTSS) consultative services
- Provides workshops and trainings for school staff and administrators
- Leads or participates in program initiatives and updates while school is not in session (i.e., summer months) to support best practices in school psychological services

Qualifications

Below are the minimum qualifications for this job. Equivalent combinations of education and experience are also acceptable.

Education

Specialist or Doctoral Degree in School Psychology or a related discipline in child psychology

Experience

Successful experience that demonstrates a high level of reliability, strong organizational skills, attention to detail and good judgment in professional matters

Experience working effectively with licensed and non-licensed staff, parents, and other community stakeholders

Licenses and Certifications

Holds or eligible for a Virginia Pupil Personnel License with an endorsement in School Psychology

Knowledge, Skills and Abilities

- Strong oral and written communication abilities and productive time management skills
- Leadership qualities and personal characteristics necessary to work effectively with students, parents, teachers, administrators, and colleagues
- Bilingual skills in Spanish is highly desirable but not required

Physical Requirements

The following provides a brief description of physical requirements for this job:

While performing the duties of this job, the employee is regularly talking, expressing or exchanging ideas by means of the spoken word. The employee must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly. The employee must possess normal cognitive abilities including the ability to learn, recall and apply certain practices and policies. Frequently sitting and/or remaining in a stationary position for long periods of time. Exerting up to 25 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

Equal Opportunity Employment

The Loudoun County School Board seeks to cultivate a high performing team of professionals focused on its mission and goals. The School Board values merit and excellence within its workforce and encourages the highest levels of professionalism for all its employees.

The School Board also recognizes and values the diversity of the students and broader community it serves and encourages diversity within its workforce.

The Loudoun County School Board is an Equal Opportunity Employer. The School Board does not discriminate against qualified applicants or employees on the basis of actual or perceived race, national origin, ancestry, color, sex, sexual orientation, gender identity, pregnancy, childbirth or related medical conditions, marital status, age, religion, disability, genetic information, veteran status or any basis protected by law.

ADA Accommodations Disclosure

Under the Americans with Disabilities Act (ADA), Loudoun County Public Schools is required to provide reasonable accommodations to qualified employees with disabilities, unless doing so would pose an undue hardship. Qualified employees are those who hold the necessary education, skills, and experience for the job; and who can perform its essential responsibilities, with or without an accommodation.

Remote Work Disclosure

The following guidelines apply to jobs and positions where employees have been identified as having the potential to work remotely. Remote work is defined as completing one's duties and responsibilities at a site other than one's assigned duty location. In order to be eligible for remote work privileges, an employee must have demonstrated consistent, positive performance and have the support and approval of their direct supervisor. In addition, these employees must have reliable high-speed internet and a designated workspace that allows them privacy while completing sensitive and confidential work. Employees who are non-exempt and are working remotely will work their regular scheduled hours and gain prior approval from their supervisor if they work more than 8 hours a day or more than 40 hours in a workweek. Remote work privileges can be amended, changed, or revoked based upon the performance of the employee, as well as the needs of Loudoun County Public Schools.