



**Human Resources & Legal Services**

6700 Browns Lake Road

Jackson, MI 49201

517-768-5200

PLEASE POST

**SCHOOL PSYCHOLOGIST**

**Date Posted:** November 21, 2023  
**Closing Date:** December 21, 2023 or Until Filled  
**Anticipated Start Date:** As soon as possible  
**Department:** Special Education

**Summary:** Provide direct and consultative school psychological services including strong leadership within multidisciplinary teams. As a member of a large group of school psychologists serving Jackson County and while receiving ongoing group and individual supervision, provide consultations, evaluations and databased problem-solving services to inform special education eligibility decisions, and to provide effective instruction, programs and services for students. These services include but are not limited to providing leadership in the development, monitoring, implementation and modification of evidence-based academic and behavioral interventions, provision of special education, functional behavior assessments (FBA), positive behavior support intervention plans (PBSIP) and multi-tiered systems of support within school settings.

**Essential Duties and Responsibilities:** *An employee in this position may be called upon to do any or all of the following: (Does not include all tasks employee may be expected to perform.)*

1. Provide school psychological services in a timely and responsive manner consistent with state and federal mandated timelines including but not limited to:
  - a. Completion of Reviews of Existing Evaluation Data and Evaluation Plans (REEDs), and obtain informed written consent from parents/guardians for special education evaluations including FBAs.
  - b. Conduct systematic behavior observations and provide written, graphic and oral summaries of data with interpretation of findings useful for team decision-making.
  - c. Accurately administer valid and reliable standardized psychological and educational measures including but not limited to tests of academic achievement, cognitive-intellectual development, adaptive behavior, social, emotional and behavioral functioning including behavior rating scales.
  - d. Accurately score various psychological and educational measures and tests administered, and provide written, graphic and verbal summaries of data compiled with interpretation of findings useful for team decision-making.
  - e. Provide legally compliant recommendations based on evaluation data to help teams determine eligibility for special education, determine appropriate programming and complete all legally mandated procedures including eligibility recommendation forms along with other team members.

- f. Effectively consult and contribute to problem-solving processes with students, teachers, teacher assistants, administrators, parents/guardians, and other allied itinerant staff members and offer evidence-based recommendations.
  - g. Effectively consult with community agency providers including physicians and behavioral health service providers, and obtain input for eligibility, intervention and programming decisions when needed.
  - h. Effectively participate and provide leadership during meetings including but not limited to Child Study, Teacher Support, Parent/Guardian Consultation and Support, Evaluation Teams, Individualized Educational Planning Teams, Data Reviews, Positive Behavior Support Teams, Group Supervision, All-itinerant and Multi-tiered Systems of Support.
2. Perform all responsibilities in a manner consistent with professional and ethical standards published by the Michigan Department of Education (MDE) (e.g. Michigan Code of Educational Ethics).
  3. Regular and predictable attendance is required for this position. In-person attendance requirements may vary and will be determined by the supervisor.
  4. Drive a personal vehicle between work-sites, with mileage reimbursed.

**Supervisory Responsibilities:** Supervises students.

**Qualification Requirements:** *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

**Education and/or Experience:** Meet competency requirements as set forth in R 380.204-380.205 of the Michigan Special Education Rules. Must have completed a graduate degree in a MDE-approved school psychology certification program (no less than 45 semester credit hours); and have completed a 600 clock-hour, supervised practicum in school psychology. May prefer candidates who have completed one year of successful experience as a school psychologist.

**Certificates Licenses, Registrations:** Most hold a valid State of Michigan Preliminary School Psychologist certificate, School Psychologist Renewal certificate, or full School Psychologist certificate through the Michigan Department of Education. (NOTE: Applicants who possess a valid out-of-state school psychologist certificate or license are eligible for a State of Michigan Preliminary School Psychologist certificate if the applicant completed a specialist-level degree or equivalent in school psychology with a 1200 clock-hour internship from an out-of-state Educator Preparation Institution and possesses a valid school psychologist credential recognized by the MDE.)

**Language Skills:** Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information, to speak clearly and concisely in written and oral communications, and to respond to questions from groups of managers, clients, customers, and the general public.

**Mathematical Skills:** Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

**Reasoning Ability:** Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

**Other Skills and Abilities:** Must fully understand and be able to successfully apply current state and federal special education rules and procedures. Ability to apply knowledge of current research and theory to the practice of school psychology; ability to plan, implement, and monitor the effectiveness of evidence-based assessments and interventions at the individual, group, school and district levels. Ability to establish and maintain effective working relationships with students, peers, parents/guardians and community stakeholders. The employee is directly responsible for the safety and wellbeing of students.

**Physical Demands:** *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to sit, talk and hear. Employee regularly performs duties using a personal computer, and a variety of files, forms and documents and must be able to use hands, fingers, and arms in a manner that allows the individual to type, use a computer mouse, hold individual sheets of paper and sort materials. The employee will carry or otherwise transport needed work equipment and resources between work sites. Employee must transport self in a motor vehicle to other work sites. Specific vision abilities required by this job include close vision, distance vision and the ability to adjust focus.

**Work Environment:** *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

The noise level in the work environment is usually moderate and occasionally quiet. The employee will occasionally change work sites and be exposed to inclement weather.

**Pre-employment Screening:** Applicants who receive a conditional offer of employment for a position with JCISD will be required to successfully complete a background check, a pre-employment physical to determine ability to perform the desired position (with or without reasonable accommodations) and a drug test.

**Employment Date, Salary, and Fringe Benefits:** Anticipated employment date is as soon as possible. Placement on the Special Education Salary Schedule depends on qualifications and experience. New employee starting salary range is \$50,498- \$79,179. Paid health, dental, vision, life and long-term disability insurances, sick, and personal business days.

**Contact:** Interested parties should go to our website, [www.jcisd.org](http://www.jcisd.org) to complete an online application.

### **APPLICATIONS ACCEPTED UNTIL DECEMBER 21, 2023 OR UNTIL FILLED**

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

The Board of Education does not discriminate on the basis of race, color, national origin, sex, (including sexual orientation or gender identity), disability, age (except as authorized by law), religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.

The Superintendent shall appoint and publicize the name of the compliance officer(s) who is/are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination or denial of equal access. The Compliance Officer(s) shall also verify that proper notice on nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, Section 504 of the Rehabilitation Act of 1973 (as amended), and the Age Discrimination in Employment Act is provided to staff members and the general public.

The Jackson County Intermediate School District is an educational service agency that works in partnership with local public and charter schools, and the local community. We are committed to the success of all students by providing educational leadership, services, programs, and resources.

Our work and organizational goals are driven by Five Guiding Principles:

***Instruction - Quality, Creativity and Relevance***

***Leadership - Envisioning, Engaging and Executing***

***Service - Listening, Caring and then Serving***

***Community - Collaboration and Partnerships***

***Equity - Inclusive, Responsive and Sincere Belonging***

Consistent with our purposes and guiding principles, the JCISD is actively pursuing diversity, equity and inclusion in our employment practices. We encourage applicants who may not have a specific listed qualification, but who believe they have the needed knowledge, skills and abilities to perform the essential functions of a position, to apply and to highlight how their education, experience and/or other abilities make them qualified to perform the essential functions of the posted position.