

# Alamance-Burlington School System

## Lead EC School Psychologist (2023-2024) (022379)

### JOB POSTING

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#### Job Details

Title **Lead EC School Psychologist (2023-2024)**

Posting ID **022379**

Description

<b>POSITION TITLE</b>	<b>Lead EC School Psychologist</b>
<b>SCHOOL/DEPARTMENT</b>	EC Department
<b>SALARY</b>	Psychologist Salary Grading Scale
<b>FLSA STATUS</b>	Exempt
<b>REPORTS TO</b>	Exceptional Children Executive Director and/or designee
<b>SUPERVISES</b>	None
<b>WORK WEEK SCHEDULE</b>	Monday - Friday
<b>WORK HOURS</b>	40
<b>NUMBER OF MONTHS PER YEAR</b>	12

**Purpose:** Under limited supervision, performs a variety of supervisory and administrative tasks in coordinating, monitoring the successful implementation of district initiatives, programs to ensure district compliance with state procedures and federal law regarding the referral, identification, IEP development, placement, and services provided to students in Exceptional Children's programs. Work collaboratively with district and school level staff (administrators, school psychologist, teachers, and other staff) for implementation of MTSS for systemic, continuous improvement framework in which data-based problem-solving and decision-making is practiced across all levels of the educational system for supporting students. Provide support and/or coaching for implementation of evidence based practices to students with educational, behavioral, social and emotional needs. This individual will collaborate with a variety of school and district staff to promote a positive school climate and a successful learning environment for students. The position oversees the implementation of programs, monitoring their effectiveness, providing staff development opportunities, and ensuring adherence to federal, state and local policies and procedures. This position assists in the supervision of Exceptional Children Department staff (Psychologist).

#### Reports to

- Exceptional Children Executive Director and/or designee

#### Education, Certifications, Qualifications and/or Experience

##### Required:

- Minimum of 3 years of successful experience as a school psychologist
- Demonstrated knowledge of policy/procedures for students with disabilities
- High level of organizational, and technology skills
- Excellent verbal and written skills
- Advanced sixth-year level degree in School Psychology
- Must hold or be eligible to obtain a North Carolina professional educator's license in school psychology;
- Must hold and maintain a valid motor vehicle operator's license according to the State of North Carolina requirements.

#### Core Competencies:

- Recognize and demonstrate respect for individual differences between culture, religion, gender, and sexual orientation of students with disabilities and their families within verbal and written interactions
  - Demonstrate ability to relate in a positive way to include sensitivity to race, creed, color, national origin, gender, sexual/gender identity, class, socioeconomics, ethnicity, sexual orientation, cognitive/physical ability, diverse language fluency, religion, status as an English Language Learner, marital status, pregnancy, parenthood, or other characteristics protected by federal law for the diversity of students, staff, parents and community.
- Maintain boundaries for relationships and communication with students and their families within the professional and ethical scope of responsibility. Refer questions about student progress to appropriate licensed professionals
- Conduct activities with integrity and in compliance with applicable local, state and federal standards, policies and guidelines
  - Demonstrate knowledge of current special education program state and federal regulations.
- Maintain the dignity, privacy, and confidentiality of all students with disabilities, families, and school personnel
- Establish and maintain professional, collegial, and appropriate relationships with school personnel, students, and their families
- Demonstrate flexibility, cooperation, and openness in scheduling activities throughout the day for growth and willingness to contribute in a team approach
  - Demonstrate ability to use conflict resolution and crisis intervention skills.

**Under the supervision and guidance of the certified instructional team  
Essential Functions and Skills:**

1. Supervise and evaluate district identified School Psychologists in collaboration with Executive Director
2. Assist in recruitment of School Psychologists
3. Communicates regularly with Executive Director of EC and other designated staff regarding matters of curriculum, instruction, and assessment needs in schools and the district related to Psychological services (including allocation determinations and required contract services)
4. Plans and facilitates district School Psychology monthly meetings
5. Manages use and ordering to include inventory of protocols, online systems and other materials
6. Complete NCDPI required reporting systems related to Psychological Services in collaboration with Compliance Specialist
7. Knowledge of Governing Policies for Students with Disabilities. Interprets educational policies and procedures for a variety of audiences.
8. Plans, coordinates and implements professional development opportunities in collaboration with various other designated district staff
9. Attends regional and state level meetings as requested
10. Recruitment and coordination of internships by building collaboration with universities
11. Stays abreast of district and state policies pertaining to the content area and communicates this information to the Executive Director of EC and other designated staff
12. Assists in coordinating and supporting establishment of district wide effective intervention system: standard protocols, screeners, progress monitoring tools/structures, fidelity check and diagnostic data processes
13. Support development of Literacy, Math, and Behavioral/Social Emotional components for systems of interventions to include development and use of instructional and behavioral support tools, functional behavior assessment and behavior management plans
14. Collaborate with district staff on protocols associated with Evaluation and Identification of Specific Learning Disabilities within Multi-tiered Systems of Support
15. Serves as a liaison for coordinating community events that are content area related
16. Maintains a caseload and leads problem solving tasks for maintaining programming of services as well as compliance for students with disabilities
17. Assist in serving on the district level crisis team when requested
18. Directly provides case management, evaluation or other areas in during summer
19. Performs other pertinent duties as requested
20. Serves on the Exceptional Children Department Leads Team and may serve as a representative in other areas to include, but not limited to district multi tiered system, autism or behavior problem solving teams

**Working Environment**

Perform job functions that require:

- physical demands to include but not limited to lifting, pushing and/or pulling equipment
- sitting, walking, and standing for a range of periods throughout the day
- supervising indoor and outdoor environments within the work schedule.

**Terms of employment**

- Twelve-month position; salary in accordance with certification and placement on the adopted schedule
- Cell phone or stipend

*Shift Type*    **Full-Time**

*Salary Range*    **Psychologist Salary Schedule - Psychologist Salary Schedule / Per Month**

*Location*    **Exceptional Children**

**Applications Accepted**

*Start Date*                    **07/14/2023**