



Northwood Academy Charter School

POSITION DESCRIPTION

Position: School Psychologist

Department: Education

Reports To: Director of Special Education

FLSA Status: Full-Time

Direct Reports: None

Last Revised: 7/18/2023

Position Summary:

Northwood Charter Academy School Psychologist is responsible for providing services to students in grades Pre-K through High School.

Essential Accountabilities:

- Screens, assesses, and evaluates students using appropriate tests and assessment instruments.
- Plans and provides appropriate specialized therapy techniques through individual and/or group sessions designed to meet the educational needs of the student, consistent with the goals contained in the Individual Education Plans (IEP).
- Participates in multi-disciplinary meetings to develop IEPs.
- Collaborates with classroom teachers to plan and implement classroom-based activities.
- Collaborates with parents in the therapy program of their child.
- Compiles, maintains, and files all reports, records, and other documents required in accordance with federal and state law, State Board of Education rules, and school policy to include documentation of the need for equipment and materials.
- Other relevant duties as established by CEO.

Education/Experience:

- Degree in Psychology; Master's degree Preferred.
- PA-- Psychologist State Licensure/Certification.
- PA Certified School Psychologist (Required).
- 2 – 3 years' experience as a School Psychologist or related field.

Qualifications:

- Ability to maintain student, teacher, and parent confidentiality as mandated by state regulations.
- Knowledge and compliance of local, state, and federal policies, regulations, and laws affecting areas of responsibility.
- Trained in positive behavioral strategies used to prevent or de-escalate behavior
- Any equivalent combination of education and experience which provides the required knowledge, skills, and abilities to perform the essential duties and responsibilities of the position.

Working Conditions:

Employees may be subject to work environments that have exposure to weather or interiors with extremes of heat and/or cold, wet and/or humid conditions, high noise levels, and various work-related hazards.

Physical Requirements:

There are physical aspects of this position to successfully carry out essential job functions such as the ability to lift or carry supplies and equipment up to 30 pounds. The employee must have the ability to carry out non-violent crisis intervention strategies. Employees must be able to sit, stand, bend, pull, see, hear, and speak daily. Reasonable accommodations may be made to enable a person with a disability to perform the essential job duties.