

Delete Effective July 1, 2014

JOB TITLE

PSYCHOMETRIST¹

DIVISION

ACADEMIC SERVICES

REPORTS TO

DESIGNATED COORDINATOR

SALARY SCHEDULE & GRADE

IV, GRADE 10

LENGTH OF WORK YEAR

200 DAYS

DATE

JULY 1, 2012

SCOPE OF RESPONSIBILITIES

Administers and reports results of psychological tests for identified students and assists Admissions and Release Committee in planning appropriate programs for individual children.

PERFORMANCE RESPONSIBILITIES

1. Accurately administers, scores, interprets and reports the results of individual psychological tests within specified timelines.
2. Reviews records, written reports of school personnel and others and consults with parents for accumulating data needed for conducting an appropriate evaluation.
3. Participates in Admissions and Release Committees in interpreting test results and in planning appropriate programs for individual children.
4. Acts as consultant to local schools in the development of remedial strategies.
5. Assists with inservice training and in developing workshops in the areas of assessment and evaluation.
6. Performs other duties as assigned by the designated coordinator.

PHYSICAL DEMANDS

The work is primarily sedentary. It requires the ability to communicate effectively using speech, vision and hearing. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights. The work requires activities involving exposure to marked changes in temperature and humidity and driving automotive equipment.

MINIMUM QUALIFICATIONS

1. Master's Degree with Kentucky Department of Education certification in psychometry
2. Expertise in various areas of psychological evaluation
3. Experience with school systems, working closely with school personnel in the area of exceptional child education
4. Knowledge of federal and state laws and regulations regarding assessment

DESIRABLE QUALIFICATIONS

1. Three (3) years successful experience in the areas of psychological testing and accurately interpreting all results

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¹ This position is categorically funded and re-employment is subject to periodic review based on availability of funds and continued need for the project.