

## **School Psychology Specialist**

### **JOB DESCRIPTION**

Applications / résumés are being accepted for a School Psychology Specialist to serve school districts in the Northeast Arkansas Educational Service Cooperative for the 2020-2021 school year. Applications can be found on the NEA website under Admin/Employment.

#### **Specific Requirements for the School Psychology Specialist:**

- Licensed School Psychology Specialist and/or a Licensed Psychology Examiner
- Perform comprehensive evaluations
- Prepare written reports which include all evaluations component results, as well as interpretations and recommendations
- Attend evaluation programming conference meetings of initial placements and other meetings as needed
- Consult with teachers about reports from other districts or outside agencies, and help to interpret the results of the report
- Consult with districts about Level II Dyslexia assessment and cost-effective ways to meet test battery needs
- Conduct observations of students when behavior is a concern
- Conduct functional behavior assessments
- Help write behavior plans and attend conferences when a behavior plan is initiated
- Consult with districts about RTI referrals when needed
- Assist with students who are having a “melt-down”
- Review due process folders before re-evaluations are conducted
- Provide assistance to teachers regarding due process paperwork and procedures
- Collaborate with Speech Pathologists, ALE teachers, Special Education teachers, General Education Teachers, and Mental Health Providers when needed to best meet a student’s needs
- Provide professional development

#### **Additional general job expectations/requirements:**

- Follows all cooperative directives and Arkansas Ethical Standards for Educator;

- Submits all required calendars, reports, and forms in an accurate manner;
- The School Psychology Specialist position will work under the supervision of the Cooperative Director, Teacher Center Coordinator, and Coop LEA;
- Maintains positive interaction with school districts, cooperative personnel, and DESE;
- Maintains current Arkansas teaching license;
- Demonstrates thorough knowledge of state education laws, rules, standards, and procedures and federal education laws and guidelines related to job duties;
- Demonstrates adult learning theory in the delivery of technical assistance (face-to-face and blended) to support educators;
- Demonstrates efficient utilization of current technology for communication, data collection, and reporting;
- Works efficiently as a liaison between the DESE, the education cooperative, parent and professional organizations, and other public and private agencies;
- Participates and actively engages during meetings as scheduled by the cooperative and/or DESE;
- Submits all required documentation and data in a timely manner;
- Joint evaluation between Co-op Director/Designee and Coop LEA with feedback from supported school districts

Successful applicants must pass local, state and federal criminal background checks as well as a child maltreatment registry check.

**Submit an electronic résumé / application to the following e-mail address:**

Daryl Blaxton, Director  
 dblaxton@nea.k12.ar.us

If selected for an interview, you will be required to bring a resume, copy of awarded degrees, and copy of your AR Educator's License.

**The position will be open until filled.**