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129

PRESTON COUNTY SCHOOLS
731 Preston Drive, Kingwood, West Virginia 26537
304-329-0580 FAX 304-329-0720
Notice of Vacancy
2017-2018 School Year

Posting Date:	September 19, 2017	Closing Date:	Until Filled
Title:	School Psychologist	Location:	County Itinerant
Salary:	Based on degree and experience	Supervisor:	Director of Special Education
Certification:	School Psychologist PK-AD	Budget Source:	Special Ed. Funds

Employment Term: Upon approval through June 30, 2018.

Application Process: Submit a letter of interest, a bid sheet, copy of teaching certificate, and a resume to the personnel office by mail, email or fax at (304) 329-0720 by 4:00 pm on the closing date.

QUALIFICATIONS:

1. Appropriate certification for the position as required by WV Policy 5202;
2. Experience with school age children is preferred;
3. Clearance of any criminal convictions as listed in House Bill 146;
4. Successfully carry out the responsibilities of the position;
5. Applicants who have been dismissed or who have had their contracts non-renewed for cause by another school district are not eligible for consideration;
6. Satisfactory references concerning past performance;
7. Satisfactory past evaluations.

PERFORMANCE STANDARDS/INDICATORS:

1. LEADERSHIP
 - A. Display knowledge of area of responsibility;
 - B. Keep informed of recent developments in field;
 - C. Use good judgment;
 - D. Establish and follow schedule;
 - E. Assist teachers in use of individual evaluation instruments;
 - F. Consult with teachers on student management ideas.
2. WORK TOWARD SCHOOL SYSTEM IMPROVEMENT
 - A. Keep program current with needs of system and community;
 - B. Assist teachers in the use of results of individual evaluations, related materials, and appropriate methods.
3. PROMOTE GOOD EMPLOYEE AND PUBLIC RELATIONS
 - A. Cooperate with staff and public;
 - B. Be accessible;
 - C. Treat parents, staff, public and students courteously;
 - D. Work with parents in developing and understanding of learning problems, and behavioral needs.
4. DISPLAY PROFESSIONAL WORK HABITS
 - A. Maintain confidentiality;
 - B. Display a positive attitude;

- C. Display respect for opinions of others;
 - D. Regular attendance;
 - E. Be punctual;
5. PROFESSIONAL DEVELOPMENT
- A. Promote staff development in areas related to Psychology;
 - B. Read professional journals;
 - C. Attend professional meetings.
6. PROFESSIONAL EVALUATION
- A. Constantly evaluate and update the program;
 - B. Offer suggestions to special education director on program improvement;
 - C. Offer suggestions to teachers on methods to use in working with students;
7. PERFORM DUTIES ASSIGNED
- A. Prepare and submit reports as required;
 - B. Serve on eligibility committee;
 - C. Serve as liaison to other professionals;
 - D. Monitor procedural safeguards to assure compliance;
 - E. Consult with and assist other Psychologist;
 - F. Maintain files in central office;
 - G. Requisition materials and supplies;
 - H. Evaluate assessment data on students transferring into county;
 - I. Serve as liaison to mental/behavioral health professionals beyond school setting;
 - J. Assess risk potential on individual students.
8. OTHER DUTIES AS ASSIGNED

Equal Employment Opportunity:

As required by Federal law and regulations, the Preston County Board of Education and the County Office do not discriminate on the basis of sex, religion, race, color, disability, age or national origin in employment or in its education programs and activities. Inquires may be referred to the Title IX Coordinator, Preston County Schools, 731 Preston Drive, Kingwood, WV 26537 Phone 304-329-0580, or to the United States Department of Education, Director of the Office for Civil Rights.