

PORT TOWNSEND SCHOOL DISTRICT #50

Lincoln Building, 450 Fir Street
Port Townsend, WA 98368

**PERSONNEL DEPARTMENT
POSITION OPENING ANNOUNCEMENT**

CERTIFICATED POSITION OPENING

The Port Townsend School District is now accepting applications for the following position for the 2010-2011 school year.

POSITION: 1.0 FTE School Psychologist

QUALIFICATIONS:

1. Valid Washington State Educational Staff Associate Certificate with endorsement for School Psychologist.
2. Demonstrated successful experience as school psychologist in public school setting (grades Preschool-12) is desired.
3. Demonstrated knowledge of state and federal regulations regarding eligibility criteria for students with disabilities.
4. Demonstrated ability to work with parents and staff.
5. Demonstrated skills in observing the referred student, interviewing, conferencing, testing, identifying learning needs, formulating the Individual Education Program, monitoring individual progress, and maintaining required records.
6. Significant multi-cultural experience and expertise is desired.
7. Demonstrated ability in behavioral management.
8. Ability to maintain confidentiality per district policy and state and federal laws.

PERFORMANCE RESPONSIBILITIES:

1. Perform duties as evaluation team leader: Strong leadership ability in team settings essential. Ensure special education evaluations and reevaluations are of sufficient scope to determine a student's eligibility/ineligibility for service within state guidelines; coordinate with other team members for information gathering and decision making; complete and/or monitor the appropriate sequencing of required paperwork with adherence to time constraints; serve as facilitator for required meetings.
2. Conduct special education evaluations/reevaluations in accordance with best practices. Activities may include; records review, student/parent/teacher interviews, observations, testing (primarily cognitive), behavior assessments (questionnaires, Functional Behavior Assessment), consultations with district staff, consultations with public/private health care professionals and/or other agencies; submit required paperwork in accordance with district policy.
3. Serve as a member of the school building guidance/child study team; Use knowledge of student learning and behavior to assist the team in finding appropriate interventions for students.
4. Serve as a member of the Individual Education Program (IEP) team: Help ensure learning goals are consistent with student needs identified in the most recent evaluation/reevaluation. Serve as facilitator of IEP team in the development of Behavior Intervention Plans (BIP).
5. Serve as a resource in child development, behavior, and learning. Consult with school/district staff, parents, and students to help create the optimum learning experience for students. May conduct training seminars/workshops on topics of interest.
6. May serve on various school, department and/or district committees to assist in decision making for policy and procedure issues.

PERFORMANCE RESPONSIBILITIES: *continued*

7. Strive to improve professional knowledge and expertise through personal study and formal training opportunities.
8. Other duties as assigned by Director of Special Education.

GENERAL INFORMATION:

To have a complete application on file the following needs to be received by the Personnel Office:

1. Completed application form
2. Current Resume
3. Letter of Interest stating your qualifications
4. College Placement File or three letters of recommendation from current/previous supervisors
5. Unofficial transcripts
6. Photocopy of your Washington State Certificate(s) or equivalent from another state. (Obtaining and providing a Washington State Certificate would be a provision of employment.)
7. Applicant Disclosure Form
8. Confidential Pre-employment Information (optional)

Applications for this position will be accepted until filled. The application screening process will begin February 22, 2010. Candidates are required to have all of the necessary information on file for a completed folder. Application materials are available from the Personnel Office, 450 Fir Street, Port Townsend, WA 98368, or from our website at <http://www.ptsd50.org>.

Port Townsend School District No. 50 is an equal opportunity school district which complies with federal rules and regulations and does not discriminate on the basis of race, color, age, creed, national origin, religious preference, sex, marital status, or presence of any physical, sensory, or mental disability, except insofar as such factors are bona fide occupational qualifications. Minorities are encouraged to apply. Accommodations are available to the physically challenged for the application process. Title IX/RCW 28A.640 Officer is Steven C. McIntire, Lincoln Building (360) 379-4511. Section 504 Coordinator is Thomas A. Opstad, Lincoln Building, 450 Fir Street, (360) 379-4501.

NOTE: New employees who will have unsupervised access to children must complete a satisfactory fingerprint check with the Washington State Patrol and the FBI. Employment will be considered temporary and conditional pending a satisfactory background check. There will be a \$46.25 processing fee.

An Equal Opportunity/Affirmative Action Employer