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SANTA CLARA COUNTY OFFICE OF EDUCATION

CLASS TITLE: PSYCHOLOGIST

General Description

Under the direction of an assigned supervisor, develops and provides psycho/educational guidance services which assists teachers, administrators and parents in understanding each child's unique developmental needs; recommends, selects and arranges services and provides the most favorable conditions for students with special needs to learn.

Certification and Education

Master's degree from an accredited college or university; a valid California Pupil Personnel Credential with school psychologist endorsement.

Knowledge, Abilities and Experience

Knowledge of and ability to interpret a variety of psycho/educational assessments for use with a broad range of students with special needs; ability to effectively communicate with staff, parents, and administration; knowledge of and ability to implement the intent of federal and state mandates for students with special needs.

Duties and Responsibilities

ESSENTIAL DUTIES:

Assists school staff with the implementation of the IEP, including consultation with administrators, staff and parents relative to interpretation of test results and other information regarding each child's special needs; participates with other staff regarding in-services as needed; works at the secondary school level with students on academic achievement, career and vocational development and preparation for adult life; participates as needed in child planning conferences, and other pertinent staff activities regarding students; provides crisis consultation, psychological counseling and therapeutic techniques with children and parents; maintains contact with referral agencies to provide ongoing communication between school and treatment agency.

OTHER RELATED DUTIES:

May work with 901 ADA schools; carries out other duties related to the scope, function and role of a psychologist as requested by the Director, Principal or Program Manager; may provide communication and act as liaison to district school psychologists and administrators to include assessment and evaluation of pupils, preschoolers and infants who are enrolled or may be enrolled in county programs as per referral; enhances professional growth by attendance at conferences, reading professional journals, membership in professional organizations and enrolls in related continuing education.

Working Conditions

Working conditions described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions. Variations in conditions may occur under certain circumstances.

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Physical Demands
Incumbents stand and sit for long periods of time; walk short distances on a regular basis; use hands and fingers to operate a computer keyboard or other office equipment; reach with hands and arms; stoop, kneel, or crouch; speak clearly and distinctly to answer telephones and to provide information; see to read fine print and operate computer; hear and understand voice over telephone and in person; and move and transport materials weighing up to 20 pounds.

Environment
Duties are performed in a specialized classroom environment.

Signed by:
Roger D. Gallizzi
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Approved: Roger D. Gallizzi — 4/30/2026 | 2:43 PM PDT
Interim Assistant Superintendent-Human Resources — Date

Revised: 10/11/10 (L. King)
1/5/11 (L. King)
5/17/11, 6/14/11 (Updated Working Conditions and Physical Demands
Reviewed: 1/11/23
Revised: 4/30/26 (updated reporting structure)