

**LINCOLN PUBLIC SCHOOLS
HUMAN RESOURCES DEPARTMENT**

Job Title: School Psychology Intern

Days/Calendar: 189

Location/Department: Special Education

Full Time Part Time

Physical Class: Sedentary Light Medium Heavy Very Heavy

Prepared by: Jenny Fundus

Prepared/Last Reviewed Date: 3/3/22

HR Use Only:

Overtime Status: Non-Exempt Exempt

Exemption Category: Teacher Administrative

Academic Administrator Executive

Non-Academic Administrator Computer Professional

Learned Professional Creative Professional

HR Supervisor Approval: Erik Witt

HR Review Date: 3/3/22

REQUIREMENTS:

- A. Education Level: Ed. S. candidate for graduation
- B. Certification: Must qualify for provisional Nebraska Teaching Certificate in School Psychology.
- C. Required Experience: Previous experience as school psychologist with broad role desired.

REPORTS TO: Special education supervisor.

RECEIVES GUIDANCE FROM:

BRIEF DESCRIPTION OF POSITION: The school psychologist intern is responsible for fulfilling a broad, expanded role of psychology in the schools. This person must have strong consultation skills, data based decision making skills, knowledge of behavior and academic interventions, leadership skills and assessment knowledge.

ESSENTIAL FUNCTIONS/SKILLS:

- A. Regular, dependable, in person attendance is an essential function of this position.
- B. Knowledge and proper execution of district policies and procedures. Knowledge of programs, departments or locations served.
- C. Communication/Language Skills: Possess and demonstrate effective oral, written and listening skills. Ability to read, analyze, and interpret various documents.
- D. Reasoning Skills: Apply common sense understanding to carry out instructions furnished in various forms. Make decisions in a timely manner, utilizing input from others as appropriate.
- E. Human Relations Skills: Establish and maintain effective, professional working relationships with employees, students and community while maintaining the appropriate level of confidentiality.
- F. Computer Skills: Knowledge of computer systems including but not limited to time and attendance system, information systems (student and/or financial as appropriate) and the policies/regulations associated with such usage. Ability to use the following programs: MS Word and Excel.
- G. Other Skills and Abilities:

Performs the following tasks:

- A. Provides a broad scope of school psychological services which assist families and professionals in the identification, planning and referral of students with academic, behavioral or social needs. This includes participation in the Student Assistance Process.
- B. Participates in multidisciplinary team meetings to determine appropriate educational programs for students who require special education services.
- C. Provides consultation and/or coaching to families, teachers and other staff regarding the learning problems, learning style and/or behavior problems of individual children. This includes completing FBA's, developing BIP's and safety plans as part of an intervention planning team.
- D. Conducts individual assessments to help determine eligibility of children for special education services and to determine needs of the child as part of the IEP team.
- E. Conducts and/or facilitates whole group, small group or individual interventions for students with academic, behavioral or social skill needs.
- F. Participates in opportunities for professional growth such as in-services, workshops, journal readings, visitation of other programs, coursework and conferences on a regular basis.
- G. Provides leadership to building teams in interpreting all types of data and Rule 51 requirements.
- H. Safely escorting students, individually or in small groups, from one area of the school to another as needed.
- I. All other requirements as determined by your university or college.

WORKING CONDITIONS:

- A. Inside Outside Both
- B. Climatic Environment:
- C. Hazardous:

Note: This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. This job description is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. The school district may add to, modify or delete any aspect of this job (or the position itself) at any time as it deems advisable.

Physical Requirements School Psychology Intern

Essential functions are items listed in Occasional/Essential,
Frequent, and Continuous columns.

	Item is not a requirement of the job	Occasional -- up to 33% of time	Occasional/Essential -- up to 33% of time, absolutely essential to the job	Frequent -- between 34% - 66%	Continuous -- over 66% of time
Stamina					
1. Sitting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Walking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Standing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Sprinting/Running	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flexibility					
5. Bending or twisting at the neck more than the average person	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Bending or twisting at the trunk more than the average person	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Squatting/Stooping/Kneeling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Reaching above the head	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Reaching forward	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Repeating the same hand, arm or finger motion many times (For example: typing, data entry, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Activities					
11. Climbing (on ladders, into large trucks/vehicles, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Hand/grip strength	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Driving on the job	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Typing non-stop	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Use of Arms and Hands					
15. Manual dexterity (using a wrench or screwing a lid on a jar)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Finger dexterity (typing or putting a nut on a bolt)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lifting Requirements					
17. Lifting up to 10 pounds (Mark all that apply)					
Floor to waist	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waist to shoulder	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shoulder to overhead	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Lifting 11 to 25 pounds (Mark all that apply)					
Floor to waist	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waist to shoulder	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shoulder to overhead	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Lifting 26 to 50 pounds (Mark all that apply)					
Floor to waist	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waist to shoulder	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shoulder to overhead	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Lifting 51 to 75 pounds (Mark all that apply)					
Floor to waist	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waist to shoulder	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shoulder to overhead	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Lifting 76 plus pounds (Mark all that apply)					
Floor to waist	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waist to shoulder	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shoulder to overhead	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pushing/Pulling					
22. 25 to 50 pounds	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. 51 to 75 pounds	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. 76 to 90 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25. Over 90 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carrying					
26. 10 to 25 pounds	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27. 26 to 50 pounds	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28. 51 to 75 pounds	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29. 76 to 90 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30. Over 90 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>