

**PLANO INDEPENDENT SCHOOL DISTRICT**  
**Job Description**

<b>Job Title:</b>	School Psychologist Intern	<b>Wage/Hour Status:</b>	Exempt
<b>Reports To:</b>	Special Education Coordinator	<b>Pay Range:</b>	820/830
<b>Dept./School:</b>	Special Education	<b>Date Revised:</b>	6/20/2023

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**Primary Purpose:**

The internship provides training in a range of assessment and intervention activities with a variety of students. Responsible for the evaluation of students with emotional, social, and/or behavioral concerns, including assisting in the evaluations for suspected Autism for the special education department. Trainees have the title of "LSSP Intern" and must be supervised by a licensed staff school psychologist (LSSP) licensed by the Texas State Board of Examiners of Psychologists (TSBEP) through the Texas Behavioral Health Executive Council (TBHEC).

**Qualifications:**

**Education/Certification:**

Bachelor's degree and near completion of a masters or specialist degree in school psychology (or equal field)

Enrollment in a NASP-accredited school psychologist training program and a formal course of supervised study that allows for participation in a year long, 1200+ hour internship experience

Completion of coursework and practicum experience that allows for the provision of psychological services in the school setting with the supervision of a licensed professional

**Special Knowledge/Skills:**

Excellent verbal and written communication skills

Knowledge of best practices for evaluation and consultation and research-based intervention strategies/models

Working knowledge and coursework in the areas of emotional/behavioral disorders and interventions associated with, but not limited to, Emotional Disturbance, Autism Spectrum Disorders, Attention-Deficit/Hyperactivity Disorder

Working knowledge and coursework in the areas of behavioral consultation, intervention, behavior management, and RTI/MTSS

Working knowledge of federal law, state guidelines and local district policies

**Experience:**

Practicum experience in the school setting (preferred) including assessment/evaluation, intervention, and consultation

Practicum experience with the Special Education process (Admission, Review, Dismissal) preferred

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Practicum experience in behavioral intervention and consultation (including FBAs) preferred

Practicum experience in the completion of psychoeducational evaluations in the areas of Emotional Disturbance, ADHD for OHI, and/or Autism (required)

**Major Responsibilities and Duties:**

Under the supervision of a licensed professional, the intern will assume responsibility for the organization and operation of work within the area of supporting students and staff working with special education students following federal program guidelines as directed by the district and as specified in 34 Code of Federal Regulations §300.208 (a)(1)

Facilitate case management of evaluations through involvement with campus intervention and/or evaluation team meetings, consultation with parents and teachers, observations, and behavior management plans

Evaluate the intellectual, emotional, behavioral, and/or adaptive behavior functioning of referred students

Determine and utilize appropriate tests for evaluations, score and interpret test data, write psychological evaluation reports, and behavior management plans

Participate as member of local Admission, Review, and Dismissal committee as needed and when appropriate

Be available for consultations regarding program/service effectiveness

Make recommendations for Special Education eligibility of students for special education programs on the basis of serious emotional disturbance and /or other disabilities

Take initiative to develop professional skills appropriate to job assignments Demonstrate behavior that is professional, ethical, moral, and responsible

Consult with school staff and parents regarding children with social, emotional, and/or behavioral problems as well as cognitive impairments

Meet with parents to discuss pertinent background information as well as evaluation results

Consult with parents, teachers, principals, special education staff, and community agencies concerning intellectual, emotional, social, and behavioral functioning of referred students when necessary

Attend and participate in all supervisory meetings and follow direction and supervision given by LSSP Intern supervisor

Follow all rules, regulations, and policies of Plano ISD and follow directives from supervisor(s)

Follow attendance policy as assigned by supervisor

Perform other functions that may be assigned by the Administration and/or supervisor

**Job Title:** School Psychologist Intern

**Working Conditions:**

**Mental Demands:**

Ability to communicate effectively (verbal and written); maintain emotional control under stress; work with frequent interruptions

**Physical Demands/Environmental Factors:**

Frequent districtwide and occasional statewide travel; occasional prolonged and irregular Hours; frequent standing, stooping, bending, kneeling, pushing and pulling; prolonged use of computer and repetitive hand motions; occasional lifting up to 50 pounds

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**Acknowledgement:**

Any work related experience or additional education/training resulting in acceptable proficiency levels in the above required knowledge, skills, and abilities may be an acceptable substitute for the above specified education and experience requirements at the sole discretion of District Administration.

**Approved By:** W. Noel McBee, Compensation Coordinator **Date:** 6/20/2023

The above statements are intended to describe the general purpose and responsibilities assigned to this job and are not intended to represent an exhaustive list of all responsibilities, duties, and skills that may be required. District administration and/or my supervisor has the right to add or change duties at any time. This job description supersedes all prior job descriptions for this position as well as rescinding all past and present job descriptions that do not reflect the current requirements of this position.

My signature below indicates I understand and acknowledge my job description.

**Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_