



RANTOUL CITY SCHOOLS
BROADMEADOW-EASTLAWN-NORTHVIEW-PLEASANT ACRES
PREK CENTER - RISE ACADEMY - JW EATER
1 AVIATION CENTER DRIVE, RANTOUL, IL 61866
217.893.5400 - WWW.RCS137.ORG

Job Description

Position Title: School Psychologist Intern
Department: Special Education
Reports to: Director and Assistant Director of Special Education, Assistant Superintendent
FLSA Class: Non-Exempt

Job Summary:

Under the direction of a Certified School Psychologist, the Director/Assistant Director of Special Education, and Building Principal, the School Psychologist Intern will assist in providing assessments and consultation, prevention and intervention of academic and behavioral problems, and identify disabilities and needs for special education.

General Qualifications:

- Eligibility to apply for school psychology intern approval through ISBE

Specific Duties include, but not limited to the assisting with the following:

- Develop and maintain rapport and interpersonal relations with students, teachers, parents, administrators, and other school personnel.
- Maintain a professional appearance.
- Demonstrate ability to work effectively as part of a team.
- Demonstrate ability to respect differing opinions, accept constructive criticism, and handle conflict.
- Demonstrate strong oral and written communication skills.
- Utilize technology as required.
- Demonstrate organizational skills.
- Maintain regular attendance and arrive promptly according to schedule.
- Comply with timelines for evaluations, reports, and other assigned tasks.
- Identify needs for professional growth and engage in professional growth activities.
- Maintain confidentiality of student information.
- Report questions/concerns to immediate supervisor.
- Comply with all applicable local, state, and federal health, safety, education, and related rules and regulations.
- Conduct formal and informal cognitive assessments.
- Conduct formal and informal academic assessments.
- Conduct formal and informal behavioral assessments.
- Conduct monitoring of student progress.
- Conduct systematic classroom observations.
- Conduct interviews with students, teachers, and parents.
- Conduct reviews of student records.
- Analyze and interpret findings of assessments.
- Present findings in an understandable manner orally and in writing.
- Complete required state and local forms for eligibility purposes.
- Remain current on special education rules and regulations.
- Serve as team leader in case study evaluation process.
- Participate in school based intervention team meetings.
- Participate in staff meetings, IEP meetings, and other meetings as assigned.
- Provide teacher consultation on evidence-based interventions, child development, and teaching methods.
- Provide parent consultation.
- Conduct inservice training.

- Provide group counseling as schedule permits.
- Provide individual counseling as schedule permits.
- Collaborate and consult with other special education service providers.
- Collaborate with outside agencies and medical professionals.
- Comply with all applicable local, state, and federal policies and procedures/rules and regulations.
- Perform duties as assigned.

Mental Demands:

- Ability to communicate (verbal and written); ability to instruct students, and effectively communicate with parents and colleagues.
- Ability to maintain emotional control under stress.
- Ability to use web-based programs, e-mail, and technology (laptop, Smartboard, etc.)

Working Conditions:

- Indoor classrooms/School, exposure to: student noise, lawn mowing, music, odors of food, mowed grass and possible communicable diseases.
- Outdoor schoolyard and grounds, exposure to; temperatures (hot warm, cool, cold), and exposure to mowed grass.
- Regular work attendance.

Compensation & Benefits:

- Compensation is \$25.00 per hour and 35 hours per week.
- Mileage reimbursement
- This position is eligible for benefits.

PHYSICAL JOB REQUIREMENTS: Indicate according to essential duties/responsibilities				
Employee is required to:	Never	1-33% Occasionally	34-66% Frequently	66-100% Continuously
Stand				X
Walk				X
Sit		X		
Use hands dexterously (use fingers to handle, feel)			X	
Reach with hands and arms			X	
Climb or balance		X		
Stoop/kneel/crouch or crawl			X	
Talk or Hear				X
Smell		X		
Physical (Lift & carry):				
up to 10 pounds			X	
up to 25 pounds			X	
up to 50 pounds		X		
up to 75 pounds	X			
up to 100 pounds	X			
more than 100 pounds	X			

ADOPTED: 2/15/2024