



**Title:** School Psychologist  
**Reports to:** Jessica Frosztega, Special Education Supervisor  
**Anticipated start date:** August 16, 2021

### **About our school**

Provident Charter School in Pittsburgh, PA is a publicly funded school designed to address the needs of students with language-based learning differences such as dyslexia. Our students are bright yet struggle with topics such as reading, writing, and sequencing. The school is in its sixth year with students in Grades 2-8. Located on the city's North Shore the school will enroll 336 students from 40 different districts around Western Pennsylvania.

### **Job Goals**

- Warmly and successfully onboard parents to Provident's special education system.
- Plan, coordinate, and manage compliance related to the evaluation and reevaluation process.
- Assist teachers in implementing evaluation recommendations.
- Proactively and responsively contribute to the ongoing expansion and success of the Special Education department.
- Establish and communicate a program-wide philosophy of compliance in the least restrictive environment for serving special needs students.

### **General Responsibilities**

- Conducts extensive psychological examinations of referred students
- Implements policies/regulations established by federal and state law, and maintains compliance with laws and regulations related to students with IEPs/504 plans
- Participation in IEP meetings
- Communication with parents regarding the evaluation process and content included in an evaluation
- Provides consultative services to school personnel and parents
- Ensures that student progress is evaluated on a regular, systematic basis and that findings are used in making decisions to improve program effectiveness as it relates to specific student needs
- Addresses student achievement deficiencies by focusing resources and efforts to promote satisfactory classroom performance
- Functions as a liaison between the school and family in the student assessment and interpretation of test results
- Interprets diagnoses to school personnel, other concerned professional, parents and students
- Makes recommendations on ways to assist a student referred for examination
- Identifies and recognizes individuals and programs, which achieve excellence

- Assumes responsibility for timely completion, maintaining and filing all reports, records and other documents
- Assumes responsibility for the accuracy, validity, and interpretation of assessment results as related to special education eligibility determination

### **Required Qualifications**

- School psychologist certification.
- Demonstrate knowledge of special education.
- Demonstrate knowledge of dyslexia.
- Excellent communication, leadership, organization and problem-solving skills.
- Outstanding dependability, initiative, creativity and decision-making skills.
- Proficient in managing and using data to guide decisions for students.
- Knowledge of federal and state special education regulations.

**Terms of Employment:** Ten (10) month position

**Evaluation:** Performance of this job will be evaluated by the Supervisor of Special Education

### **Salary and benefits**

- Starting salary will be based on experience.
- Employer paid retirement contribution matching 10% of salary.
- Employer paid dental, vision, life insurance benefits.
- Significant employer contribution toward health insurance.

### **How to Apply**

Interested candidates should email a cover letter & resume to Jessica Frosztega (jfrosztega@providentcharterschool.org), Middle School Special Education Supervisor.

*Provident Charter School provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.*