

AUTAUGA COUNTY BOARD OF EDUCATION
PERSONNEL DEPARTMENT
153 West Fourth Street
Prattville, Alabama 36067

POSITION ANNOUNCEMENT

March 11, 2024

The Autauga County Board of Education is now accepting applications for the position of: Psychometrist at Special Education Department

Job Description: Please see the attached Autauga County Board of Education (ACBOE) job description for this position.

Qualifications: current Alabama Teacher's Certificate, Class A or higher, with proper endorsement/certification.

Effective Date: July 17, 2024

Salary: \$47,773 - \$97,338 (ACBOE approved salary schedule based on rank, certification, and experience)

Contract Length: 202 days (10 months)

Application Information: Go to <http://www.alsde.edu/TeachinAlabama/> to complete the on-line application. On the *Where do you want to work?* page, click "Deselect All". Then click on the "+" located next to the Alabama State Department Education check box. Click the box next to District 5 and click "+" next to the District 5 box. Then check the box for Autauga County. Complete all sections of the application; do not put "see resume".

Application Deadline: March 18, 2024 or until filled

The Autauga County Board of Education is an equal opportunity employer and does not discriminate in employment on the basis of religion, race, color, sex, national origin, age or disability. Minorities are encouraged to apply.

1 Attachments
1. Job Description

PSYCHOMETRIST

POSITION TITLE: Psychometrist

RESPONSIBLE TO: Superintendent of Education

REPORTS TO: Special Education Coordinator and School Principal

QUALIFICATIONS: Valid Teaching Certificate

PERFORMANCE RESPONSIBILITIES/ESSENTIAL FUNCTIONS:

1. Determines individual, school, and system needs.
2. Establishes program objectives.
3. Implements activities to meet objectives.
4. Establishes and maintains standards of student behavior to achieve a functional learning atmosphere in the test setting.
5. Exhibits evidence of human relations skills.
6. Evaluates the testing program and/or student progress.
7. Communicates with parents, colleagues, and community groups.
8. Uses correct grammar in written and oral communication.
9. Maintains and submits records and reports.
10. Adheres to school system rules, administrative procedures, local board policy, and State and Federal rules and regulations.
11. Engages in professional growth and development activities.
12. Performs other duties as deemed necessary by the local board of education.

PERFORMANCE RESPONSIBILITIES SPECIFIC TO POSITION:

1. Administers and coordinates all individual assessments required for student placement – initial and re-evaluation – in special education.
2. Provides data for the tracking system for special education.

JOB GOAL:

To evaluate and assess educational and emotional needs of students and provide data for planning a program which will help them learn subject matter and skills that will contribute to their development as mature, able, responsible members of society.