



Job Title: **Diagnostician – ESE Pre-K**

Position Description

To perform this job successfully, an individual must be able to perform the essential job functions consistently and to the satisfaction of the employer. Reasonable accommodations may be made for qualified disabled individuals. This job description is not an exhaustive list, as employees may be required to perform duties not specifically designated within this document, at the employer's discretion. The Escambia County School District reserves the right to modify or interpret this job description as needed.

FLSA Status: Exempt
Reports to: Appropriate Supervisor or Designee
Supervises: Appropriate Staff as required
Pay Grade: Professional – 5

APPROVED
ESCAMBIA COUNTY SCHOOL BOARD
JUNE 20, 2017
MALCOLM THOMAS, SUPERINTENDENT
VERIFIED BY RECORDING SECRETARY

JOB SUMMARY

The purpose of this position is to assist with the evaluation of Pre-K ESE students to determine measured outcomes for the Pre-K Disability Program.

ESSENTIAL JOB FUNCTIONS

- Completes designated training.
- Administers state determined instrument to preschoolers with disabilities in order to assist with program evaluation.
- Collects appropriate data.
- Prepares evaluation reports and maintains all appropriate records in a timely manner.
- Collaborates with teachers to schedule students' evaluations.
- Provides extensive evaluations and reports.
- Makes referrals to other District personnel as appropriate.
- Models professional and ethical conduct at all times.
- Performs all professional responsibilities in a timely manner.
- Maintains confidentiality of student and other professional information.
- Complies with policies, procedures, and programs.
- Supports individual schools with District goals and priorities.
- Performs other duties as assigned.

MINIMUM REQUIREMENTS

- Master's Degree or higher from an accredited educational institution.
- Eligible for Florida Teacher Certification in Early Childhood, Exceptional Student Education, School Psychology, Guidance, or a related field.
- Qualifications may vary from the above requirements to such a degree as the Superintendent and Board determine are necessary and appropriate to ensure properly qualified personnel in each specialized assignment.

KNOWLEDGE, SKILLS, AND ABILITIES

- Requires the ability to carry out student observation and screening skills.
- Requires the ability to display strong interpersonal skills to assist in working with children, parents, and professionals.

PHYSICAL DEMANDS

Light work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force frequently as needed to move objects.

WORKING CONDITIONS

Employees in this position deal with crisis situations that require major decisions involving people, resources, and property to be made.

Date of Board Approval: June 20, 2017, effective July 1, 2017

Date of Revision: