



## Position Description

Title: Psychologist		
FLSA Class: Exempt	EEO Category: Professional	WC Class: 8861
Job Title #: 180007	Salary Grade:	
Date Approved:	Purchasing Approval Level: I	
Revision Date:	Revision:	

### Purpose of Position

Provide psychological testing to Great Circle clients.

This position reports to the Director or Associate Director of Home and Community Based Services.

### Major Duties (\*Essential Element)

- Administer psychological testing or assessments.\*
- Prepare report of results for psychological testing or assessments.\*
- Provide consultation in clinical staffings.\*
- Provide expert testimony for court.
- Participate in program development.
- Increase referrals for psychological testing or assessments.

### Working Conditions

Office. Lighting and temperature adequate. Some exposure to noise. Travel to various locations within a region.

### Physical Demands

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. This person must be able to sit or stand at a personal computer for a reasonable length of time typing and reading. This person must be able to see, hear, speak, walk, and sit. Must be able to use hands and fingers to handle or feel objects, tools, or controls; reach with hands and arms; stoop, kneel,

crouch. Vision abilities required for this job include close vision, distance vision, peripheral vision, depth perceptions, and the ability to adjust focus. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Budget Responsibility

None

Supervisory Responsibility

None

Qualifications

- Strong customer service focus.
- Excellent time management.
- Excellent oral and written communication skills.
- Proficient in Word, Excel and email applications.

Required Education and Experience

- Doctoral degree in psychology or otherwise meet the requirements of Missouri statutes. Includes PhD, Psy.D., Ed.D.
- Experience in administering testing batteries and formulating clinical evaluation of the client and preparing the written report.
- Current, valid driver's license and meet Great Circle requirement for driver's insurance

Preferred Education and Experience

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Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee: \_\_\_\_\_ Date : \_\_\_\_\_