

JEFFERSON COUNTY SCHOOL SYSTEM JOB DESCRIPTION

EDUCATIONAL DIAGNOSTICIAN

Qualifications

1. Valid teacher's license with appropriate endorsement

Essential Duties and Responsibilities

1. Completes comprehensive vocational assessments for students ages 14 and up
2. Prepares a comprehensive summary report from the vocational assessment and provides feedback to teachers and parents
3. Performs standardized achievement evaluations on students for initial referrals or re-evaluations
4. Prepares written reports of assessments
5. Interprets assessment findings to teachers and/or parents when requested
6. Assist case managers in evaluating reading performance for TCAP accommodations
7. Participates in IEP-Team meetings when requested
8. Attends workshops, trainings, state meetings to stay abreast of changes in special education law, rules & regulations, and court decisions
9. Assists with the development and presentation of in-service activities
10. Be willing to assist the special education program as directed by the Director of Schools
11. Performs other duties as assigned by the Director of Schools