Job Title: Diagnostician
Wage/Hour Status: Exempt
Reports to: Director of Special Education
Dept./School: Assigned Campus
Pay Grade: Salary Schedule
Work Days: Work Calendars

Primary Purpose:
Assess the educational, learning styles, and program needs of students referred to special education services. Work cooperatively with instructional personnel to provide the most appropriate instructional programs for students with disabilities.

Qualifications:

Education/Certification:

- Master's degree in educational assessment
- Valid Texas teaching certificate
- Valid Texas educational diagnostician certificate

Special Knowledge/Skills:

- Knowledge of diagnostic procedures, education of special education students, human development, and learning theories
- Ability to interpret data
- Excellent organizational, communication, and interpersonal skills

Experience:

- Two years teaching experience
- Three years as a diagnostician preferred

Major Responsibilities and Duties:

Assessment:

- Select and administer formal and informal assessments to determine student eligibility for special education services according to federal and Texas Education Agency regulations.
- Compile and evaluate comprehensive student information including classroom observations; personal interviews with the student, teachers(s), parents and others; and relevant assessment data from student's cumulative folder.
- Consult with parents and teacher concerning the educational needs of students and interpretation of assessment data.

- Participate in the Admission, Review, and Dismissal (ARD) Committee to assist with interpretation of assessment data, appropriate placement, and development of Individual Education Plans (IEP) for students according to district procedures

Consultation:

- Present staff development training tin assigned schools to assist school personnel in identifying and understanding students with disabilities
- Assist classroom teachers with implementation of IEP

Program Management:

- Participate in the selection of assessment materials and equipment
- Develop and coordinate a continuing evaluation if the assessment program and make changes based on findings
- Compile, maintain, and file reports, records, and other documents required
- Comply with policies established by federal and state law, State Board of Education rule, and local board policy
- Comply with all district and local campus routines and regulations

Communication:

- Maintain a professional relationship with colleagues, students, parents, and community members.
- Use effective and professional communication skills to present information accurately and clearly.

Other:

- Maintain Confidentiality.
- Other duties as assigned.
- Follow district safety protocols and emergency procedures.

Supervisory Responsibilities:

None

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: Personal computer and peripherals; and other instructional equipment

Posture: Prolonged standing, frequent kneeling/squatting, bending/stooping, pushing/pulling and twisting

Motion: Frequent walking

Lifting: May require regular heavy lifting and carrying (45 pounds or more) and positioning of students with physical disabilities, control behavior through physical containment, assist non-ambulatory students and lift and move adaptive equipment

Environment: May work inside and/or outside; regular exposure to noise; may require districtwide travel

Mental Demands: Maintain emotional control under stress; work prolonged or irregular hours

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required. Duties are subject to change. All EISD employees are expected to maintain an extreme degree of confidentiality by following the Family Educational Rights and Privacy Act (FERPA) for student information and the Health Insurance Portability and Accountability Act of 1996 (HIPPA) for employee and student information.