



## PSYCHOLOGIST, LICENSED ADMINISTRATOR

### **CHARACTERISTICS OF WORK:**

This is upper supervisory level Licensed Psychologist work which involves the administration of a department, program, division, or bureau that, in addition to requiring administrative experience, requires or would benefit from the special competencies and qualifications of a licensed psychologist. This is professional work which involves administering diagnostic psychological techniques designed to appraise intelligence, memory, personality and other psychological functions of individuals and groups. The work also includes individual and group psychotherapy and counseling and psychological research. Supervision is exercised over individuals in the Psychology Associate series, the Psychologist Technician series, and over individuals in the non-licensed psychologist classes.

### **MINIMUM QUALIFICATIONS:**

#### **EXPERIENCE/EDUCATIONAL REQUIREMENTS:**

##### **Education:**

A Doctorate Degree from an accredited four-year college or university in Psychology;

**AND**

##### **Experience:**

Four (4) years of experience post-licensure.

##### **Documentation Required:**

Holds a valid psychology license with the State Board of Psychology.

### **EXAMPLES OF WORK:**

#### **Examples of work performed in this classification include, but are not limited to, the following:**

Serves in an administrative capacity for a department, program, division, or bureau and serves as a direct liaison between the psychology department and the Agency Director, as well as serves as chief quality assurance officer for behavioral health/psychological services.

Administers, scores and interprets both routine and complex psychological assessments to determine mental health needs and behavioral health needs.

Supervises employees in the lower classes and is responsible for quality control issues.

Participates in and designs research projects to assess or monitor such things as service needs, program efficacy, customer satisfaction, and staff attribution and retention.

Attends conferences, work shops, etc., and participates in presentations at such for continued professional development.

Oversees various internal committees (e.g., human rights, assessment committee, and research committee).

Serves as Internship Director and may serve as liaison between the Clinical Director.

Performs related or similar duties as required or assigned.

**INTERVIEW REQUIREMENTS:**

Any candidate who is called to an agency for an interview must notify the interviewing agency in writing of any reasonable accommodation needed prior to the date of the interview.