

**Evaluation Specialist- Diagnostician (District-Wide), Job ID 76193**  
**Houston Independent School District**

**POSITION SUMMARY:** Evaluate students with severe disabilities and assess students for specific learning difficulties. Make recommendations for appropriate instructional strategies.

**ILLUSTRATIVE DUTIES:** Serve on Intervention Assistance Team (IAT) and Campus Referral Committee (CRC). Serve as case manager for all students assigned for evaluation. Select and administer appropriate test instruments and analyze test results. Utilize appropriate scoring program analysis and comprehensively interpret results. Conduct classroom/behavioral observations. Prepare and maintain a computerized Full and Individual Evaluation report for each student evaluated. Conduct Multi-Disciplinary Team (MDT) meetings with appropriate professionals. Participate in Central MDT meetings with other professionals for students evaluated. Present and interpret evaluation results for members of the Admission, Review and Dismissal (ARD)/ Individualized Education Plan (IEP). Recommend appropriate disability condition(s) and teaching strategies based on test results for ARD/IEP Committee consideration. Conduct in-services for school personnel on intervention strategies, referral process, classroom modifications/accommodations. Prepare and maintain a computerized database of evaluations conducted at each school. Communicate with parents and professional staff regarding Child Find process and procedural safeguards. Review outside evaluations provided by other districts, agencies or by the parent. Collaborate with school personnel and parents regarding each assigned student. Perform other related duties as assigned.

**POSITION REQUIREMENTS:**

**Education:** Master's degree from an accredited college or university. Texas Certification as an Educational Diagnostician or licensed by the Texas State Board of Examiners of Psychologists as a Licensed Specialist in School Psychology.

**Experience:** Five to six years of related experience. Working knowledge of computers, word processing and related data base software.

**Other Requirements:** The ability to communicate effectively in both written and oral forms with all levels of management, both internal and external to the department. Ability to adjust the eye to bring an object into focus; judge distance (close/ and distant); reach with arms extended and use hands to manipulate the equipment. Ability to lift and carry up to 20 pounds, stoop, kneel, crouch, walk, drive and/or be mobile. Valid Texas Driver's license with applicable insurance coverage.

**TO APPLY:**

1. Email resume to Mary Kinnett, [mkinnett@houstonisd.org](mailto:mkinnett@houstonisd.org)
2. Also, submit your Houston ISD application, <https://www.applitrack.com/houstonisd/onlineapp/default.aspx?Category=Certified+Professional&subcategory=Evaluation+Specialist>