

Psychometrist II

2025/2026 CEO 100

Catholic Education Centre, Peterborough

Full Time (35 h/w 12m/y)

Salary: \$55.40/hour

The Peterborough Victoria Northumberland and Clarington Catholic District School Board invites applications for the position of Psychometrist II.

Job Function:

To provide a comprehensive consultation service to Board staff, students and parents/guardians, as well as professionals outside the Board. To conduct psychological assessments of students who are experiencing difficulties functioning within the school setting for diagnosis of possible learning and/or social-emotional difficulties, and to suggest intervention strategies for students with special needs.

Job Description:

Perform the following duties:

1. Evaluate and assess students referred to the department; gather information on student development and functioning; consult with other professionals, as required, interpret their findings and make appropriate recommendations.
2. Conduct comprehensive psychological assessments by selecting and administering standardized and restricted-use tests, formulating diagnosis, creating professional reports, identifying and making recommendations in a confidential manner.
3. Be able and have authority to make and communicate an autonomous diagnosis according to the regulations set out by the College of Psychologists of Ontario.
4. Provide professional consultation on standardized measures, interviews and observations pertaining to a student's ability and learning style.

5. Communicate diagnosis and results of assessment to all stakeholders. Assist school personnel and family members in understanding their child's difficulties, exceptionalities and needs; assist parents/guardians in accessing appropriate community resources.
6. Maintain clinical records (tests protocols, reports and other information obtained during assessments) in locked and restricted access locations in accordance to standards outline by the College of Psychologist of Ontario.
7. Assist with the review, revision and development of new procedures relevant to department operations.
8. Work collaboratively with other central office based and school staff in developing teaching and program strategies to meet the student's needs; participate in school service programs, the School Resource Team and provide consultation to teachers, students and parents/guardians.
9. Be a member of the Crisis Response Team, where during times of crisis they will support administration, school staff, students and families.
10. Aid in building that capacity of board staff in the areas of learning, mental health and behaviour disorders via presentations, workshops, etc., as requested.
11. Work directly with the Superintendent of Schools and school principals with respect to all aspects of assessment, group counselling, individual counselling, parent/guardian and educational staff meetings, crisis intervention and links with the community agencies.
12. Adhere to any Board policies and procedures as they relate to the position of psychometrist.
13. Participate in Identification, Placement and Review Committees, site based meetings and case conferences as necessary; arrange and coordinate case conferences.

Job Requirements:

1. Minimum of a Master's Degree in Psychology and/or recognized professional certification (i.e., child studies).
2. Current registration as a Psychological Associate in good standing with the College of Psychologists of Ontario.
3. Five (5) years experience working with children and adolescents in the area of school psychology, clinical psychology or neuropsychology.
4. Ability to provide the controlled act of diagnosis in learning disorders and mental health disorders in children and adolescents under the Regulated Health Professions Act.

5. Superior oral and written communication skills and ability to translate psychological assessment data into educational programming recommendations. Effective management of multiple priorities and ability to complete psychological assessments within a short timeline.
6. Proven ability to manage student behaviours, assess student learning and provide appropriate recommendations to meet student's needs.
7. Presentation skills to facilitate professional development opportunities with educational staff.

PVNCCDSB is committed to achieving excellence in Catholic education. We leverage our inclusive organizational culture to further build upon our dynamic and diverse workforce, reflective of the communities we serve. In accordance with the Accessibility for Ontarians with Disabilities Act (AODA) and the Ontario Human Rights Code (OHRC), PVNCCDSB will work collaboratively and respectfully with you in all stages of the recruitment process and throughout your employment. For further information about what accommodation and accessibility look like at PVNCCDSB please refer to our website. If you require accommodation at any stage of the hiring process, please contact our HR department at 705-748-4861.

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, the personal information provided is collected under the Education Act and will be used to determine eligibility for employment.