

PLEASE POST CONSPICUOUSLY

**OTSEGO COUNTY HAS THE FOLLOWING VACANCY:**

**Department of Health**

***Psychologist – Part Time***

**\$49.3146 - \$60.2737 per hour**

**DATED: March 25, 2026**

**EXTENDED LAST DAY FOR FILING: April 1, 2026**

**EOE**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for administering and evaluating psychological/ cognitive assessments in a public health or other county setting. The incumbent sets up and administers the evaluations and assessments and interprets the results utilizing standard testing scores to identify psychological or developmental/ cognitive problems and/or determine program eligibility. The incumbent may function as part of a multi-disciplinary assessment/treatment team, and may be required to consolidate the team's findings to one primary document. The incumbent may also conduct and/or manage a program of psychological and family education and counseling exclusive of counseling or psychotherapy in conjunction with mental illness or disorder. The work is performed under the general supervision of an administrator with wide leeway allowed for the exercise of independent judgement in planning and carrying out assigned duties. Performs related duties as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

- Schedules, administers and, using standard scores, evaluates psychological and/or developmental tests and other assessment procedures to identify psychological and/or developmental/cognitive problems and/or determine program eligibility;
- Participates as a member of a multi-disciplinary assessment team including speech pathologists, physical and occupational therapists to assess cognitive, physical (including vision and hearing), communication and social/emotional or problems requiring treatment;
- Reduces the multi-disciplinary team findings as required to one written document that among other findings includes social history, medical background history, parent concerns, diagnostic tools used and test scores obtained and any recommendations for services;
- Conducts and/or manages a program of psychological and family education and counseling exclusive of counseling or psychotherapy in conjunction with mental illness or disorder;
- Completes necessary forms for program eligibility, insurance reimbursement, social security benefits, and employment and training needs;
- Attends departmental, staff and interdisciplinary meetings, in-services, and case presentations as required;
- Creates and maintains a variety of records related to the work as required utilizing a personal computer;
- Performs other related duties as required.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES:** Thorough knowledge of modern principles and practices related to psychological and/or developmental testing and assessment; thorough knowledge of personality development and dynamics and factors that contribute to mental, emotional, and social maladjustment and deficiencies; thorough knowledge of psychological testing and assessment terminology; good knowledge of the laws and rules and regulations related to psychological testing and assessment and program eligibility; working knowledge of other disciplines related to psychological, developmental and/or disability assessment; working knowledge of record keeping; ability to set up, administer and evaluate psychological and developmental test results; ability to establish and maintain effective working relationships with others; ability to communicate effectively both orally and in writing; ability to effectively work in a team setting; ability to analyze and organize data and prepare records and reports; ability to operate a personal computer and utilize common office software programs.

**MINIMUM QUALIFICATIONS:** Either:

- a) New York State licensure/registration as a Psychologist; or
- b) New York State licensure/registration as a School Psychologist and three (3) years of experience administering and evaluating psychological assessments.

CLASSIFICATION: Competitive

Applications available at the Otsego County Personnel/Civil Service Department, 183 Main Street, Cooperstown, NY 13326 or online at [www.otsegocountyny.gov](http://www.otsegocountyny.gov)