



CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 646.4

Job Title: **STAFF PSYCHOLOGIST**

Pay Grade: 27

GENERAL SUMMARY:

Provides an array of psychological counseling services to law enforcement personnel and families and conducts psychological evaluations of applicants for classified positions.

RESPONSIBILITIES:

- Conducts psychological evaluations of recruits and applicants for specialized divisions.
- Provides academy in-service training.
- Responds to law enforcement personnel emergencies.
- Conducts specialized classes such as cadet training.
- Assists other divisions on special investigations.
- Assists Director in providing management assistance throughout the Police Department.

SPECIFICATIONS:

KNOWLEDGE:

Requires a Doctoral degree in Clinical or Counseling Psychology or a closely related field with appropriate internship.

EXPERIENCE:

Two years of professional experience in clinical and/or research psychology is required. Must be licensed by the Texas State Board of Examiners of Psychologists.

COMPLEXITY:

Work is substantially complex and varied, and requires the interpretation of technical and detailed guidelines, policies and procedures in combination. Analytic ability is needed to gather and interpret data where answers can be found only after careful analysis of several facts.

IMPACT OF ACTIONS:

Errors in work could lead to significant expense and inconvenience. The incumbent generally receives general direction, working from broad goals and policies only. The individual may participate heavily in setting his/her own work objectives.

SUPERVISION EXERCISED:

Direct Supervision:

No direct report employees.

SPECIFICATIONS: (continued)

SUPERVISION EXERCISED: (continued)

Indirect Supervision:

No indirect reports.

CONTACTS:

Internal Contacts:

Level of internal contact is primarily with professionals and supervisors. Interaction involves some explanation and persuasion leading to resolution of moderately complex issues; e.g., project coordination and higher level problem resolution.

External Contacts:

Level of external contact is primarily with citizens, visitors and/or mid-level representatives of government agencies, guests, vendors and professional contacts with allied organizations. Interaction involves some explanation and persuasion leading to resolution of moderately complex issues; e.g., project coordination and higher level problem resolution.

PHYSICAL EFFORT:

The position is physically comfortable; the individual has discretion about walking, standing, etc.

WORK ENVIRONMENT:

There are no major sources of discomfort, i.e., essentially normal office environment with acceptable lighting, temperature and air conditions.

PHYSICAL SKILL:

Requires the ability to make simple gross motor responses within large tolerances.

MISCELLANEOUS:

All duties and responsibilities may not be included in the above job description.

JOB FAMILY:

Staff Psychologist

Effective: July 1993

Revised: August 2001