# ISSUED Unknown

**REVISED June, 2015**

# SUPERSEDES Clinical Psychologist

# TITLE Senior Psychometrist CLASSIFICATION GRADE 08

#  SPECIALTY GRADE 76

### BASIC FUNCTION AND RESPONSIBILITY

Administer and score psychological and neuropsychological tests to patients, supervise other psychometricians, train students and other trainees in test administration and scoring, be responsible for day to day management of the clinical service.

#### CHARACTERISTIC DUTIES AND RESPONSIBILITIES

Evaluate patients with emotional or development problems by administering and scoring various neuropsychological and psychological tests in areas such as cognition, intelligence, aptitude, personality, and achievement.

Train practicum students, psychology interns, and post-doctoral fellows in psychological and neuropsychological test administration and scoring.

Explain psychological test administration and scoring, procedures to medical students, residents and interns.

Maintain and supervise tests and examination rooms.

Be responsible for maintaining adequate test supplies and ordering new/replacement tests as needed.

Supervise psychometricians in test administration, scoring and other skills relevant to their position.

Manage day to day operations of the neuropsychology service, including clinical and research activities in collaboration with the faculty neuropsychologists.

Maintain effective working relationships with faculty, staff, students and the public.

*In addition to the duties and responsibilities noted above, the position description must include statements from*[*UI Health Care Core Values (WECARE)*](https://uihc.org/mission-vision-and-core-values)*for Health Care positions or*[*Universal Competencies*](https://hr.uiowa.edu/careers/competencies/universal-competencies)*for all other positions.*

##### SUPERVISION RECEIVED

Supervision is received from a Psychologist, Director, Assistant Director or other designated official.

##### SUPERVISION EXERCISED

Functional supervision is exercised over support staff and students.

#### QUALIFICATIONS

A Bachelor's degree or equivalent combination of education and experience is required; a Master's degree is desirable.

Considerable (3-5 years) experience as a psychometrician is required.

Appropriate training as a psychometrician is required.

Must be proficient in computer software applications.

Excellent written and verbal communication skills are required.