Seeking NCSPs to Serve as NCSP Field Reviewers of Applications for the NCSP

The National School Psychology Certification Board (hereafter referred to as the NCSP Board) is looking to add to our cadre of Field Reviewers. Field Reviewers must be NASP members in good standing and hold the NCSP (active or retired). Racially and ethnically minoritized candidates are strongly encouraged to apply.

**Role Description:** Field Reviewers complete the initial reviews of applications for the NCSP submitted by individuals who have completed their training in non-NASP-Approved programs in School Psychology. Those individuals are required to submit a Portfolio of artifacts demonstrating skills in each of the ten 2020 NASP Practice domains, as well as a Problem-Solving Report and other official documents (official transcript, Praxis results, etc.). Field reviews are scheduled twice a year following the two submission deadlines of May 1 and November 1. Field reviewers work in teams of three to complete the reviews, which are then submitted to the NCSP Board in time for the annual Board meetings in August and January.

**Reviewer time commitment:** As noted, field reviews take place twice each year, following the two application due dates of May 1 and November 1. With the recent changes in the Portfolio and Problem-Solving Rubrics, the NCSP Board anticipates that application reviews will entail 3-5 hours of time in each of the two cycles.

**NCSP Field Reviewer Benefits:**

- This volunteer activity provides opportunities to connect with colleagues across the nation through interactions with field reviewer team members.
- Field reviewers facilitate the NCSP process for graduates of non-NASP-Approved programs.
- One goal of the recent changes in the process is to improve the rate of individuals earning the NCSP designation. Become part of the teams that make this improvement happen.

**NCSP Field Reviewer Expectations:**

- Participate in scheduled training and support activities. These activities will be virtual or in-person at the Convention.
- Provide field reviews twice a year as a member of the field reviewer cadre. The field review process includes evaluating the materials submitted according to the required rubrics, consulting with other team members, and submitting the completed rubrics to the NCSP Board by the deadline for that cycle.
- Provide constructive feedback to those applicants regarding elements of their submission that did not pass.
- Stay abreast of changes in standards and how these apply to the NCSP application process.

**Application Requirements:** To apply for this position, please submit the attached NCSP Member Interest Survey to Dr. Don Sibley, NCSP Board Chair at dbsibleynbsp@gmail.com, and Phyllis Hamilton at phylahamilton@gmail.com, by May 31, 2024.