

# Functional Statement Template for Psychologist Leadership Positions at the VISN or National Level GS 14

**General Instructions** Functional Statements are intended to be straight-forward, concise descriptions of duties, accomplishments, and distinctions. The document should be sufficiently detailed to provide needed information for a Psychology Professional Standards Board, but can reference a curriculum vita (which must be attached in any case) to provide additional details.

## I. GRADE DETERMINING ELEMENTS

**This section is grade determining.**

GS-14 psychologist leadership positions apply to those who direct a mental health, behavioral science, or other patient care program component at the VISN or national level or who direct organizational development at the national level. Leadership positions at the VISN or national level are of substantial importance to the overall functioning of the VISN or national program. Duties are exercised with wide latitude, autonomy, and independence. The administrative or technical work is of substantial difficulty and responsibilities are significant. Individuals at this level have delegated authority to determine long range work plans and assure that implementation of the goals and objectives is carried out. They may serve as consultants to other management officials in the field, VISN, or national level. Incumbents typically report to managers of the overall program at the next higher level of supervision.

**Must fully meet the KSAs for the GS 13 level (see GS 13 Functional Statement). In addition, must demonstrate the following professional KSAs and demonstrate the potential to acquire the assignment specific KSAs designated by an asterisk (\*):**

1. Knowledge of, and ability to understand and communicate, existing policies and regulations.
2. \* Ability to provide information about VISN or national policy to a wide variety of audiences in a useable and understandable manner.
3. \*Ability to develop and recommend new or revised policies that are consistent with organizational goals and objectives.
4. Knowledge of, and ability to utilize, resource materials as well as ability to develop new materials when needed.
5. Ability to relate to individuals at many different levels both within and external to the organization.
6. Ability to communicate effectively orally and in writing with a diverse group of professional staff.

## **II. ENRICHING ELEMENTS**

*The following sections are enriching elements and not all may apply to you. List only those relevant to your current position.*

### **Other Administrative (Supervisory) Responsibilities (% of time).**

1. Responsibilities may span Primary Care, Mental Health, Specialty Care, Extended Care and Rehabilitative Services.
2. Has full responsibility for the professional practice of psychology, including services conducted by trainees, consultants and para-professional staff, and ensuring that all psychologists in the facility and its affiliated clinics meet the requirements.
3. Is responsible for professional supervision only for an additional \_\_\_ Psychologists administratively assigned elsewhere (e.g. GRECC, Poly Trauma, Research Service, VET Center).
4. Consults with and serves as a resource for other professional staff concerning the need for the development of mental health services.

### **Clinical Responsibilities (% of time).**

1. Provides a full range of psycho-diagnostic services including assessment and using the most appropriate psychotherapeutic techniques in providing quality care.
2. Performs --- evaluations for \_\_\_\_
3. Provides a full range of therapeutic interventions including:

### **Academic/Teaching/Training: (% of time)**

1. Holds faculty appointment at affiliated university.
2. Provides clinical supervision to various disciplines and levels of training.
3. Is involved in Psychology Training Program and Training Committee.
4. Is involved in the training of medical students, medical and psychiatric residents, nursing students, fellows and other graduate or post-graduate trainees, as appropriate.

### **Research/Program Evaluation (% time)**

1. Oversees the establishment of program monitors and outcome measurements within programs using data-driven quality assurance processes.
2. Consults with others to offer research guidance and to stimulate new research directions.
3. If applicable, plans and oversees the completion of personal research programs, designed to provide information regarding program planning and relevant treatment approaches.
4. Presents outcome data and research results at VA and regional or national scientific or professional meetings.
5. Prepares RFP's and grant proposals as needed.

### **Other Significant Responsibilities (% time). *May include but are not limited to:***

1. Has contacts on a regular and recurring basis with individuals representing widely divergent backgrounds, interests, and points of view.
2. Actively participates in leadership roles within, state and national professional organizations.