

Department of Education and Children

Services for Children

Job Description

Job Title:	Educational Psychologist
Status of the Post:	Permanent (April 2015 start)
Salary:	Civil Service Pay Spine 30 – 34 (currently £38,923- £45,460)
Grade	D508
Terms and Conditions of Service:	Civil Service Terms and Conditions of Service
Responsible to:	Senior Educational Psychologist

Purpose of the Post

- To provide a high quality and effective Educational Psychology Service to a group of schools, working collaboratively with multi-agency partners to support children and young people, their families, schools and communities.
- To contribute an applied psychology perspective to the Island's provision to meet the needs of vulnerable children and young people.
- To enable the Department of Education and Children to meet its statutory obligations.

The successful candidate should be available to take up the post from Monday 13th April 2015, or earlier if possible.

Key Responsibilities

- 1. To develop and deliver psychological consultation in schools and the wider community:**
 - providing a consultation-led psychological service to schools and other settings;
 - planning, developing and managing workload in schools and other settings;
 - promoting models of applied psychology and good practice that will enable the optimal psychological development of children and young people;
 - working in partnership to support schools and settings in maximising effectiveness, raising standards and planning appropriate interventions at school and individual levels;
 - working collaboratively in support of schools and settings in their development of inclusive educational practice;
 - contributing to multi-agency work, including the provision of specialist advice and guidance.
- 2. To work collaboratively within agreed frameworks with schools and other partners, to engage in direct work with individuals, groups or organizations that will support the learning and psychological development of children and young people experiencing barriers to learning and social and emotional development**
- 3. To provide, as appropriate, psychological input to child protection and safeguarding procedures**

4. To challenge, support and empower schools

- Working in partnership with colleagues, to engage in effective psychologically based interventions in schools;
- Promoting and facilitating the development of inclusive practice to improve educational outcomes for all pupils, especially those who are vulnerable and/or have additional educational needs;
- Work with the school link adviser when appropriate.

5. To deliver training/continuing professional development:

- Preparing and delivering training and CPD activities to schools and other partners in order to promote the application of psychology in a wide variety of settings.

6. To develop the Services for Children Division:

- Contributing to effective methods of data collection, collation and analysis;
- Contributing to the systematic monitoring and evaluation of service performance, collecting and providing relevant information as required;
- Participating in supervision, induction and personal performance and development processes;
- Undertaking further professional development in accordance with the Health Professions Council and British Psychological Society requirements;

7. Other requirements:

- To take reasonable care for the health and safety of yourself and other persons who may be affected by your acts or omissions and to comply with all health and safety legislation as appropriate
- As a term of your employment you may be required to undertake such other duties as may be reasonably required of you, commensurate with your grade or general level of responsibility within the organisation.

Safeguarding

The Department of Education and Children is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All staff are required to undertake training with regard to the safeguarding and welfare of children and young people and the Department commits to providing this training e.g. via induction, on-line, briefings at staff meetings in-set days etc, as appropriate.

All staff have a responsibility for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact and to adhere to, and ensure compliance with, the Safeguarding Children Board Child Protection procedures and the school's Child Protection Policy at all times. If, in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school, they must report any concerns to the designated Child Protection Officer.

Relationships

- To be accountable to a Senior Educational Psychologist.
- To work in collaboration with schools, the Isle of Man College of Further and Higher Education and other Department services.

- To liaise with children and young people and their parents/carers in the course of providing a consultation, assessment and advisory service on behalf of the Department of Education and Children.
- To liaise with other departments, agencies and organisations in order to provide a consultation, assessment and advisory service on behalf of the Department of Education and Children, where appropriate.

General Scope

This job description is intended to be a guide to the general scope of duties and not a rigid, inflexible specification and should be reviewed and amended accordingly, in line with the provisions of the Performance Development and Review Scheme.

Performance Management and Improvement

The post holder will be expected to contribute to their annual performance development review and interim performance reviews.

Health and Safety

The post holder will have a personal responsibility for their own health and safety, the impact of their advice and actions on others and for seeking guidance as appropriate. They will be responsible for reporting any possible risks or near misses to a responsible manager and/or the Health & Safety Adviser for the Department of Education and Children, as appropriate.

Reporting Framework

The Educational Psychologist reports to a Senior Educational Psychologist.

The Senior Educational Psychologist, as line manager to the Educational Psychologist, is responsible as 'Reporting Officer' for the implementation of, and compliance with, the provisions of the Isle of Man Civil Service Performance and Development Review Scheme as it applies to the role.

As Reporting Officer, the Senior Educational Psychologist will ensure that, in line with the timescales set out in the Scheme, amongst other things, an annual:

- PDR and a Personal Development Plan are agreed with the job holder;
- Review and assessment of the job holder's performance and competency/behaviour are made; and;
- A Performance and Development Review meeting is conducted.

Integrity

As an appointee of the Department of Education and Children, the post holder is expected to recognise that their everyday business requires the highest level of personal integrity. Each Officer has a personal responsibility to maintain the confidentiality of all Department of Education and Children business and to uphold such confidences.

Competency Levels

The competency levels for this role are:

Leading and Working Together	-	D
Communicating and Influencing	-	D
Achieving Results	-	D
Delivering a Quality Service	-	D
Changing and Learning	-	D
Showing Commitment and Resilience	-	D

Person Specification

		How assessed
Qualifications:		
A degree in Psychology (or equivalent) conferring Graduate Basis for Registration with the BPS	Essential	A
A Masters degree and/or Doctorate in Educational Psychology. Eligibility for British Psychological Society Chartered status	Essential	A
HPC registered	Essential	A
Experience		
Two years experience of working as an educational psychologist in a local authority	Desirable	A/I
Experience of working in a multi-agency context	Essential	A/I
Knowledge, Skills and Understanding		
An excellent understanding of child development and, in particular factors affecting the development of emotional, behavioural regulation	Essential	A/I
Understands that all children have equality of opportunity especially children with SEN	Essential	A/I
An understanding of psychological frameworks and their application	Essential	A/I
An understanding of a consultative approach to delivery of educational psychology services (including how this model informs individual casework and systemic work)	Essential	A/I
Knowledge and experience of evidence based approaches to early intervention for young people.	Essential	A/I
Evidence of effective use of monitoring and evaluation	Desirable	A/I
A thorough understanding of policies and procedures relating to the safeguarding of children and an appreciation of how agencies can work together to ensure vulnerable children are safe	Desirable	A/I

Personal Qualities		
Excellent inter personal skills demonstrating capacity to build strong working relationships with others	Essential	I
Ability to communicate effectively with a range of audiences	Essential	A/I
A 'can do' approach to developing inclusive, enabling learning environments	Essential	A/I
Tenacious practice to ensure that the wishes of children and young people are heard and affect decision-making.	Essential	I
Confident, clearly articulated application of psychology in practice	Desirable	A/I
A proactive approach to continuing professional development	Essential	A/I
Enthusiastic and optimistic about education	Essential	I
Circumstances and Interests		
Isle of Man Worker	Desirable	A
Clean driving licence and access to a car	Essential	A

January 2015