

# Job Profile comprising Job Description and Person Specification

## Job Description

<b>Job Title:</b> Senior Educational Psychologist	<b>Grade:</b> MG1
<b>Section:</b> Schools and Community Psychology Service (SCPS) SEND and Inclusion	<b>Directorate:</b> Children’s Services
<b>Responsible to following manager:</b> Principal Educational Psychologist	<b>Responsible for the following staff:</b> <b>Educational Psychologists</b> <b>Trainee Educational Psychologists</b>
<b>Post Number:</b> E5673	<b>Last review date:</b> March 2023

### Working for the Richmond/Wandsworth Shared Staffing Arrangement

This role is employed under the Shared Staffing Arrangement between Richmond and Wandsworth Councils. The overall purpose of the Shared Staffing Arrangement is to provide the highest quality of service at the lowest attainable cost.

Staff are expected to deliver high quality and responsive services wherever they are based, as well as having the ability to adapt to sometimes differing processes and expectations.

The Shared Staffing Arrangement aims to be at the forefront of innovation in local government and the organisation will invest in the development of its staff and ensure the opportunities for progression that only a large organisation can provide.

### **Job Purpose**

To work as part of the SCPS Senior Management Team to help lead service development, manage staff and to take responsibility within the service for specific lead areas of professional practice.

To apply psychology in schools and the wider community to promote the positive development and the well being of children and young people. To contribute to work that aims to improve educational and social outcomes for children and young people living and being educated in Wandsworth.

To support the LA's priority and strategy to build a more inclusive service for children, young people and their families.

### **Job Dimensions**

The post requires the post holder to work with vulnerable children, young people and their families. An enhanced and regulated DBS check is required. Post holders must be eligible for and/or registered with the Health and Care Professions Council. Post holders will be required to undertake home visits adhering to service policy.

### **Specific Duties and Responsibilities**

1. To deliver psychological services within a framework of consultation to a group of schools / settings, children & their families.
2. To undertake continuing professional development and engage in regular professional supervision
3. To provide supervision to Educational Psychologists or Trainee Educational Psychologists within SCPS.
4. To participate as a member of the SCPS management team contributing to service development and policy formulation, attending management meetings and fulfilling management duties.
5. To work with families, young people, schools and service providers to identify local needs and develop local qualitative and quantitative performance indicators.
6. To be responsible for quality assurance of service delivery ensuring that robust systems are in place for the collection, analysis, evaluation and regular reporting of data for key performance indicators for service / stakeholders and strategic board.
7. To take a lead role within the service for selected areas of professional practice identified in consultation with the Principal Educational Psychologist.
8. To assist with the management of budget and resources as agreed by the Principal Educational Psychologist

### **Generic Duties and Responsibilities**

- To contribute to the continuous improvement of the services of the Boroughs of Wandsworth and Richmond.
- To comply with relevant Codes of Practice, including the Code of Conduct and policies concerning data protection and health and safety.
- To deliver psychological services within a framework of consultation to a group of schools / settings, children & their families. This will involve consultative support to parents, staff and other agencies, concerning the needs of individuals and groups of children.

- To offer psychological intervention to children, young people and their families; and where appropriate, referring to other agencies and working within multidisciplinary teams. Intervention may include a range of approaches, e.g. therapeutic and / or guidance on educational strategies.
- To contribute to statutory work with children and young people who live in Wandsworth, wherever they are educated, in accordance with relevant legislation.
- 4. To contribute to the professional development of heads, teachers and other relevant staff in schools and to school governors as appropriate; and to provide a training input to a range of agencies and groups (e.g. Social Services and Health)
- To provide advice to other LA officers on matters relating to the educational needs and psychological development of children and young people.
- To contribute advice and information relating to the educational needs and psychological development of individual children and to assist in the development and implementation of the Authority's policies on meeting the needs of children and their parents and schools. This will include representation on and contribution to the borough's specialist panels.
- To undertake continuing professional development and engage in regular professional supervision in accordance with HCPC standards.
- To undertake such other tasks as may be reasonably required by the Head of Service or Principal Educational Psychologist.
- To adhere to security controls and requirements as mandated by the SSA's policies, procedures and local risk assessments to maintain confidentiality, integrity, availability and legal compliance of information and systems
- To promote equality, diversity, and inclusion, maintaining an awareness of the equality and diversity protocol/policy and working to create and maintain a safe, supportive and welcoming environment where all people are treated with dignity and their identity and culture are valued and respected.
- To understand both Councils' duties and responsibilities for safeguarding children, young people and adults as they apply to the role within the council.
- The Shared Staffing Arrangement will keep its structures under continual review and as a result the post holder should expect to carry out any other reasonable duties within the overall function, commensurate with the level of the post.

### **Additional Information**

#### **Team structure**

*When advertising externally please add the current team structure here and remove the sentence above.*

**Person Specification**

<b>Job Title: Senior Educational Psychologist</b>	<b>Grade: MG1</b>
<b>Section: School and Community Psychology Service</b>	<b>Directorate: Children’s Services</b>
<b>Responsible to: Principal Educational Psychologist</b>	<b>Responsible for: Trainee Educational Psychologists, Educational Psychologists</b>
<b>Post Number: E5676</b>	<b>Last Review Date: July 2021</b>

**Our Values and Behaviours**

The values and behaviours we seek from our staff draw on the high standards of the two boroughs, and we prize these qualities in particular:

**Being open.** This means we share our views openly, honestly and in a thoughtful way. We encourage new ideas and ways of doing things. We appreciate and listen to feedback from each other.

**Being supportive.** This means we drive the success of the organisation by making sure that our colleagues are successful. We encourage others and take account of the challenges they face. We help each other to do our jobs.

**Being positive.** Being positive and helpful means, we keep our goals in mind and look for ways to achieve them. We listen constructively and help others see opportunities and the way forward. We have a ‘can do’ attitude and are continuously looking for ways to help each other improve.

<b>Person Specification Requirements</b>	<b>Assessed by A &amp; I/ T/ C (see below for explanation)</b>
<b>Knowledge</b>	
1. Knowledge of current statutory legislative frameworks, national and local priorities and understanding of the role of applied psychology in relation to these.	A/I
<b>Experience</b>	
2. Extensive experience of working with multi-disciplinary teams e.g. in TAC meetings.	A/I
3. Experience of working to support a diverse multicultural community with a broad range of needs.	A/I
4. Casework experience, including direct work with parents/carers, as a psychologist with children, young people and their families in a range of settings including provision of psychological (including statutory) reports as appropriate	A/I
5. Experience in providing supervision/ management / advice and guidance to trainee and/or educational psychologists.	A/I
<b>Skills</b>	
6. Skills and experience in leading groups and teams and in facilitating individual and group supervision,	
7. Knowledge of current practice, evidence base & research in applied child and educational psychology and how these can be applied in community, clinical and / or educational settings.	A/I
8. Evidence of an understanding of how Child Protection / Safeguarding legislation relates to the role, responsibilities and practice of the psychologist.	A/I
9. Knowledge of and demonstrable competency in consultation led approaches and in a range of psychological assessment and intervention techniques at the individual, group and organisational level including training and CPD	A/I
10. The ability to work effectively with parents and across agencies, teams and disciplines in a diverse range of educational and community based settings managing conflict, disagreement and / or other interpersonal difficulties where they might arise.	A/I
11. The ability to communicate effectively both orally and in writing in ways that are accessible for a wide variety of audiences, in particular young people and families.	A/I

12. The organisational ability to prioritise, initiate and plan work to meet deadlines and to compile accurate and up to date records, notes and reports in a timely manner.	A/I
13. The ability to gather evidence, synthesise complex information, reach logical conclusions and make sound judgements and decisions and to communicate these clearly both orally and in writing in ways that are accessible for a wide variety of audiences, in particular young people and families.	
14. A commitment to the ongoing development of professional knowledge and skills and to ensure maintenance of HCPC registration status, to participate in the SCPS supervision and non-majority ethnic, cultural and / or linguistic groups appraisal processes and where eligible the Wandsworth PRP scheme	A and I
<b>Qualifications</b>	
15. Post graduate qualification in Educational Psychology and registration with the Health and Care Professions Council (HCPC)	A & C
<b>Equal Opportunities</b>	
16. Evidence of an understanding of how the Council’s Equal Opportunities policy would relate to the practice of the psychologist, and the potential implications for minority groups, including non-majority ethnic, cultural and / or linguistic groups.	A/I

**A – Application form / CV**

**I – Interview**

**T – Test**

**C - Certificate**