

## JOB DESCRIPTION

<b>Job Title:</b>	<b>Educational Psychologist</b>		
<b>Directorate:</b>	People	<b>Salary:</b>	£47,688 - £57,954 plus Soulbury LWA £939 & ECU £963
<b>Section:</b>	Education and Learning	<b>Grade:</b>	Soulbury Scale A 3-8 plus up to 3 SPAs
<b>Location:</b>	Time Square	<b>Work Style:</b>	Hybrid

### Key Objectives of the role

Supporting children, young people, schools and families in the development of young people's wellbeing and engagement in learning through direct and strategic work by;

- Applying knowledge and understanding of psychology and child development to promote positive outcomes for children and young people.
- Using a consultation model to provide support for children and young people, families, school staff and Council and multi-professional colleagues.
- Delivering strategic, early intervention work to education settings along core themes in response to emerging needs across the local authority.
- Delivering core EPS commissions within the Council to Virtual School, Social Care and Early Help.
- Delivering and developing project work; ELSA, PINS and Parent Carer Helpline.
- Provide high quality Psychological Advice as part of statutory needs assessments.

### Designation of post and position within departmental structure

Working within the Educational Psychology Service overseen by the Principal Educational Psychologist alongside colleagues within Education and Learning as part of the wider People Directorate.

### Daily and monthly responsibilities

- To work within the professional guidelines and codes of conduct of the Health and Care Professionals Council (HCPC), The British Psychological Society (BPS) and other relevant professional bodies.
- To develop effective working links with colleagues within the Council and other agencies to promote co-ordination of services for children and families.
- To deliver systemic, thematic workshops and consultation support to all schools (themes change each year).

- To provide a high-quality traded service to education settings through a variety of methods including consultation, training, assessment, intervention and research and development.
- To support core EPS commissions within the Council (Virtual School, Social Care & Early Help) and projects (ELSA, PINS, Parent Carer Helpline).
- To provide advice as part of statutory EHC needs assessments in line with the regulations set out in the Children and Families Act 2014 and the SEND Code of Practice 2015.
- To offer advice and guidance to the SEN Team in fulfilment of the Council's statutory duties (e.g., through complex case work or attendance at SEN tribunals, where required).
- To provide psychological input into the development and delivery of policy and practice in the Council.
- To contribute to the effective delivery, review and impact of the Educational Psychology Service.
- To maintain clear records, in accordance with Educational Psychology Service policies and procedures, of work undertaken with schools, individuals and groups and help maintain up to date information on the service trackers.
- The post holder is responsible for ensuring that any concerns in relation to safeguarding and/or child protection are reported to the designated person in line with local authority child protection procedures. It is an expectation of the post that child protection training will be undertaken.

### Scope of role

A time allocation model is used within the Educational Psychology Service to ensure a balanced working style. Your time will be divided between:

- Core service offer: workshops and consultations offered to schools around themes (themes change each year); critical incident support, schools causing concern work, school planning meetings, Parent Carer Helpline, ELSA training and supervision.
- Statutory work including complex casework and tribunal support.
- Traded and commissioned work.
- Council strategic support (working groups and decision-making panels).
- Essential psychology (team meetings, line management, CPD and peer supervision).
- Supporting the priorities of the Council and implementation of wider local and national policies and plans concerning special educational needs and disabilities.

Commitment to the Council's Equal Opportunities policy at all times.

Commitment to working within the bounds of the Data Protection Act and GDPR legislation at all times

Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only

## PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
<b>Skills and qualifications</b>	<ul style="list-style-type: none"> <li>Postgraduate qualification in a recognised vocational course for the professional training of Educational Psychologists. Applications from candidates undertaking initial doctoral training in Educational Psychology who are in their third year will also be considered.</li> <li>Current registration (or registration to be obtained by September 2026) as an Educational Psychologist with the Health and Care Professions Council.</li> </ul>	<ul style="list-style-type: none"> <li>Training in and experience of specific psychological approaches e.g. person-centred planning, trauma informed approaches, relational approaches, compassion focused therapy, solution focused and strength-based approaches.</li> </ul>
<b>Competence Summary (Knowledge, abilities, skills, experience)</b>	<ul style="list-style-type: none"> <li>Knowledge of frameworks for the practice of Educational Psychology and ability to demonstrate practical experience of these.</li> <li>Knowledge of psychological theories and research regarding children's learning and development and ability to demonstrate application of this knowledge.</li> <li>Ability to work collaboratively with a wide range of other professionals, including senior officers, schools and multidisciplinary teams.</li> <li>Understanding of and commitment to equality, diversity and inclusion.</li> <li>Understanding of and commitment to the requirements of safeguarding children, young people, vulnerable adults and promoting their welfare.</li> <li>Knowledge and experience of working with the legislative framework in relation to children with vulnerabilities including, though not exclusively, those with SEND.</li> <li>Ability to demonstrate communication skills with a range of clients and colleagues</li> </ul>	<ul style="list-style-type: none"> <li>Ability to think and plan strategically and to develop and lead new initiatives.</li> <li>Knowledge and experience of psychological consultation models.</li> </ul>

	<p>e.g. children, families and professionals.</p> <ul style="list-style-type: none"> <li>Ability to manage a large and varied personal workload and to maintain judgement under pressure.</li> <li>Data handling skills with the ability to analyse information and present clear, concise reports.</li> <li>High level of applied literacy and numeracy skills.</li> <li>ICT literacy including competence with Microsoft Office packages e.g. Outlook, Word, Excel and PowerPoint.</li> </ul>	
<b>Work-related Personal Requirements</b>	<ul style="list-style-type: none"> <li>A commitment to recognising and promoting across practice equality, diversity, and inclusion.</li> <li>Ability to meet the physical and travel/mobility requirements of the post (with or without reasonable adjustments).</li> <li>Ability to efficiently manage and organise a full and varied diary and be responsive to time demands.</li> <li>The post holder must hold a full UK driving licence (or valid equivalent). Non-UK licences must be converted to UK licences in the first six months of employment.</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of relevant continuing professional development activities.</li> </ul>
<b>Other Work Requirements</b>	<ul style="list-style-type: none"> <li>A satisfactory enhanced Disclosure and Barring Service check.</li> <li>The ability to converse easily in spoken English, explain complex or technical information to members of the public and respond effectively to detailed or complex questions for an extended period of time</li> <li>This post is exempt from the Rehabilitation of Offenders Act 1974.</li> </ul>	
<b>Role models and demonstrates the Council's values and behaviours</b>	<p>Our values define who we are. They outline what is important to us. They influence the way we work with each other – and the way we serve our residents and engage with our communities.</p>	

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We make our values real by  
demonstrating them in how we  
behave every day.

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**All staff should hold a duty and commitment to observing the Council's Equality & Dignity at Work policy at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.**

