# Job Description

## POST IDENTIFICATION

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| **Post Title** | Educational Psychologist | | | | |
| **Grade** | Soulbury A2-A7 plus up to 3 SPA points | **Job Evaluation ID:** | Text here | **Date Evaluated/Reviewed** | Text here |

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| **Service Area** | Education | | | | |
| **Service Team** | Educational Psychology | | | | |
| **Responsible to** | Mary-Anne McChrystal | | | | |
| **Areas of Responsibility** | | | | | |
| **Number of staff responsible for** | None | **Political Restricted Role** *(refer to special conditions section)* | Yes | **DBS Required** | Yes |
| Job Evaluation Proforma (to be completed by a manager only when creating a new job or amending an existing role) | | | | | |

## JOB PURPOSE

**To contribute to the Inclusion and Achievement agenda of Newport LA using the application of psychology across a range of contexts but particularly for children, young people and their families and schools, aged 3-25**

## KEY RESULT AREAS

1. To assist the Authority in fulfilling its statutory responsibility for the identification, assessment and review of children and young people with additional learning needs and their subsequent provision.

2. To contribute to the development of LA policies and practice regarding educational issues generally and ALN in particular, as set out in the Service Plan and Team Planon a Page and contribute to work at a LA level which may include Quality Assurance of Out of County provision, ALN Panel attendance, expert witness at SENTW, prepare reports for ALN Panel as requested

3. To be proactive in promoting equal opportunities across the range of client groups

4. To support and help teachers, parents and others to prevent or resolve problems with their children's learning, behaviour and social and emotional development. To work with schools and other settings in the process of identifying and helping meet the needs of their children and young people

5. To maintain records of work undertaken in all aspects of the job, share reports with key people within agreed timescales, maintain a paperless record system in respect of individual children referred and observe the LA's agreed quality standards in processing of correspondence.

6. To participate in line with service policy and professional guidelines and recommendations, in programmes of staff development and maintain up to date knowledge about developments within the profession through reading and attendance at courses

7. To contribute to and evaluate the training and development of teachers and other professionals

8. Prepare reports, as required, by the Chief Education Officer and undertake from time to time such other duties as the Principal Educational Psychologist may require, including a range of service management responsibilities.

*This job description sets out the main result areas of the post at the date when it was drawn up. Such duties may vary from time to time without changing the general character of the post or the level of responsibility. Such variations are a common occurrence and cannot in themselves justify a reconsideration of the grading of the post.*

| PERSON SPECIFICATION | | |
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| | **ESSENTIAL** | **DESIRABLE** |
| **Qualifications** | • BPS recognised degree in Psychology<br>• Doctorate in Educational Psychology (or will qualify this year)<br>• OR a teaching qualification, at least two years teaching experience and a Masters degree in Educational Psychology<br>• Registration with Health and Care Professions Council (as qualified EPs) | • Click here to enter text. |
| **Knowledge** | • A good understanding of legislation, national guidelines and other recent or ongoing developments and their impact on the work of educational psychologists.<br>• Knowledge and use of a wide range of psychological methods and interventions for children with special educational needs in pre-school, school and further education settings<br>• A clear understanding of effective teaching and learning strategies for all pupils<br>• Knowledge and awareness of issues relating to the educational achievements of pupils from ethnic and linguistic minorities<br>• A critical appreciation of recent developments in psychological assessment and in methods of consultation with schools and other institutions | • Broad knowledge of the roles and functions of an EPS within a local authority<br>• Awareness of issues in relation to monitoring and evaluating the work of educational psychologists<br>• Knowledge of ways of working to effect change at an individual, group or institutional level<br>• Knowledge of ways of working to effect change at an individual, group or institutional level<br>• |
| **Experience** | • Application of psychology in educational settings<br>• Experience of developing and providing INSET | Experience of working with a range of agencies<br>Experience of project and school-level work<br>Experience of policy development |
| **Aptitude & Skills** | • Skilled in using consultation model<br>• Ability to demonstrate a strong inclusive ethos<br>• The ability to communicate well, both orally and in writing, to a variety of audiences, using IT where appropriate<br>• Able to contribute to effective team development, including monitoring, evaluating and improving service delivery<br>• Understand and respect principles of confidentiality | • |

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| | • Ability to demonstrate sound, balanced judgement, flexibility and decisiveness<br>• Integrity and sensitivity<br>• Evidence of flexibility and openess to developing methods of practice<br>• Abiilty to apply problem solving skills and contribute to generating solutions in a range of settings<br>• Evidence of interpersonal skills and commitment required for effective participation in teamwork<br>• The ability to work with others in an empathetic and supportive way<br>• The ability to work under pressure, prioritise and meet deadlines | |

## EXPECTED BEHAVIOURS & VALUES

- To demonstrates the Newport core values to be courageous, positive and responsible.
- Ability to demonstrate a strong inclusive ethos
- To positively promote the Equal Opportunities Policy of Newport City Council
- To act in a professional manner

## Equal Opportunities

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| **Equal Opportunities** | Understand and demonstrate a willingness to promote positively the Strategic Equality Plan of Newport City Council |

## Welsh Language Requirements

The Authority is committed to delivering an equally high quality service in Welsh and English and will support staff in providing this. All posts have to be assessed in respect of the Welsh Language requirements and will either be Welsh Essential or Welsh Desirable.

## Welsh requirements for this post (see Welsh Language Skills Assessment for skill levels)

| Welsh Language Skills | | Desirable | | | |
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| Listening / Speaking Skills | 3 | Writing Skills | 3 | Reading / Understanding Skills | 3 |

## Special Conditions

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| **Disclosure & Barring Service Disclosures** | This post will result in you having substantial contact with children, the elderly, sick or disabled. The Authority, therefore, requires that by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, the Children's Act 1989 and/or the Police Act 1997, you reveal any criminal convictions, bind over orders or cautions, including those which would normally be regarded as spent. You must complete the relevant section on the application form – your application will be returned if this section is incomplete. If successful in your application you will subject to a Disclosure and Barring Service Disclosure. Further information about Disclosure and |

| Special Conditions | |
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| | Barring Service Disclosures and the Council's approach to recruiting ex-offenders should follow the application form, if not contact the person named in the advertisement |
| **Politically Restricted** | The post you are applying for is politically restricted under the provisions of the Local Government and Housing act 1989. If you wish to receive further information about politically restricted posts e-mail human.resources@newport.gov.uk |
| **Other (including physical demands and working conditions)** | A current full driving licence and have access to a car<br>Flexible approach to working hours |

| Training |
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| Undertake all mandatory training relevant to the role and be responsible for your own Continuing Professional Development. |

**To find out more about working for Newport City Council, visit www.newport.gov.uk or click here**