

Post Title	Assistant Educational Psychologist						
Job Family	<i>Service Delivery</i>	Pay Range	<i>10</i>	Line Manager to others?	No	Role profile ref	<i>SD10</i>
Service Area	<i>Children's Services</i>						
Line Manager	<i>Service Manager – Principal Educational Psychologist</i>						
Location	<i>County Hall / Agile</i>						

Job Purpose			
<ul style="list-style-type: none"> To support the delivery of educational psychology (both core and traded) services under the supervision of a qualified Educational Psychologist To work collaboratively with staff, from a range of multi-disciplinary services and stakeholders, across a range of contexts to support the delivery of interventions and projects. Prepare for cases and prepare and distribute reports mitigating any risks associated with the recommendations made under the supervision of the Education Psychologist. To provide professional authoritative advise, guidance and challenge. 			
Job Context (key outputs of team / role to provide some specific examples of role profile accountabilities)			
<ul style="list-style-type: none"> Support and contribute to statutory work under the direction of a qualified Educational Psychologist Undertake direct work with children and young people and their families with appropriate levels of supervision (e.g. direct observation, semi structured interviews, academic and behavioural screening) in order to assist qualified Educational Psychologists in the gathering of information. Keep accurate written records relating to the work undertaken to ensure a clear professional account under the supervision of a qualified Educational Psychologist. Collate, analyse, interpret, undertake literature searches, present data and develop solutions to meet the requirements of Educational Psychologists who professionally supervise the work Write short reports as required under the direction of a qualified Educational Psychologist for a range of audiences. 			
Knowledge, Skills and Experience			
Role Profile requirements.	Job specific examples. (if left blank refer to left hand column)	Essential	Desirable
Proven ability to influence based on facts and evidence, a range of audiences with differing competence and abilities. Ability to communicate one to one and with specific client groups.	<p><i>Willingness or experience of working with children and/or young people.</i></p> <p><i>Willingness to be part of a team of educational psychologists.</i></p> <p><i>The ability to plan, prioritise and organise time effectively.</i></p> <p><i>Ability to develop effective working relationships, at all levels with colleagues in Children's Services, and related support services.</i></p>	E	
Substantial practical experience demonstrating development through a series of progressively more demanding and relevant work roles. Relevant experience within the service area, working as part of team to meet service standards, targets and deadlines.	<p><i>Ability to learn about the relevant legislation, including the SEN legislation and Code of Practice and the disability legislation (September 2014).</i></p> <p><i>Willingness to understand of the context and framework of work in local authorities.</i></p> <p><i>Evidence of working within a range of stakeholders and to a deadline.</i></p>	E	
Good communication, interpersonal and presentation skills, able to explain technical / legal issues clearly. Proven	<i>Ability to communicate with stakeholders to identify requirements.</i>	E	

ability to negotiate with, persuade and influence others.	<i>Evidence of a good level of ability to communicate clearly, in both written and verbal form, in a style appropriate to the context.</i> <i>Understand that you may need to manage difficult customers/ stakeholders or sensitive issues.</i>		
Good ICT skills including use of Microsoft applications and specialist systems.			
Authoritative knowledge of the specialist work area and relevant legislation, regulations, processes, systems, procedures and standards. Good knowledge of other areas of the authority relevant to the service and of wider sector / external influences.	<i>Evidence of ability to work with an Educational Psychologist with children/young people, particularly those with learning, emotional, behavioural and well-being/mental health needs, their parents/carers as well as others who are involved.</i>	E	
Good planning and organisational skills, with proven ability to prioritise and co-ordinate workload, monitor and evaluate work, to ensure deadlines are achieved.	<i>Ability to plan work with good organisational skills, to deadlines.</i>	E	
Research, investigation and analysis skills.	<i>An ability to use clear evidence to make recommendations relating to case work,</i>	E	
Knowledge of relevant financial processes and experience or training sufficient to ensure financial processing and / or budget monitoring is completed accurately.			
Qualifications			
Role Profile requirements.	Job specific examples. (if left blank refer to left hand column)	Essential	Desirable
May require relevant certifications including evidence of fluency in English language.			
Educated to A level standard or equivalent or equivalent experience.			
Relevant vocational / professional qualification.	<i>A good honours degree in psychology recognised by the British Psychological Society conferring graduate basis for registration with the British Psychological Society.</i>	E	
Other Requirements			
<i>May be required to work out of normal working hours for call out, member committees and emergencies, as and when required</i>			
<i>Maintain professional knowledge and expertise in own field, ensuring that continuous professional development is undertaken for self and the team</i>			
<i>Able to travel to mainland meetings as required</i>			
<i>Enhanced DBS with children's barred list</i>			
Organisation Structure (optional)			

