

JOB SUMMARY

Post Title	Service Manager – Principal Educational Psychologist						
Job Family	<i>Service Delivery</i>	Pay Range	Soulbury Scale B16-18: £74,297 to £76,976 per annum plus up to three SPA points (existing points will be honoured)	Line Manager to others?	Yes	Role profile ref	<i>SD15</i>
Service Area	<i>Children's Services</i>						
Line Manager	<i>Service Director – Education, Inclusion & Access</i>						
Location	<i>County Hall / Agile</i>						

Job Purpose

- To lead and manage the Educational Psychologist Service to deliver a comprehensive, high quality, cost effective and time service which includes statutory and traded services.
- To lead and manage the education inclusion service, including: attendance, exclusions, EHE, child licensing.
- To ensure that educational psychology practice contributes effectively to improving outcomes for children and young people, particularly those with SEND.
- To work in partnership with health and social care to improve outcomes for children and young people.
- To ensure all vulnerable children and young people are safe from harm and build resilience.
- To ensure all children and young people achieve their full potential in education, learning and future employment.
- To ensure all children, young people and families have a voice in shaping the support they receive.
- To ensure all children and young people on the Island can enjoy a good quality of life, be happy and want to stay.

Job Context (key outputs of team / role to provide some specific examples of role profile accountabilities)

- To ensure the Council adheres to statutory timescales for providing Educational Psychology advice, and provide robust quality assurance to deliver consistent high-quality advices in line with statutory and legal requirements.
To oversee the inclusion services, our traded offer and work across teams to improve attendance, reduce EHE, reduce exclusions and that schools develop inclusive practices.
- To work in collaboration with children, young people, their families, education providers and other stakeholders to maximise outcomes for children and young people at a strategic and operational level across the local area.
- To work alongside other senior managers at a strategic level to support the development of a progressive and inclusive approach to special educational needs on the Island.
- To work alongside other managers within the service to ensure consistency of practice across the Island and to promote the development of a supportive collaborative culture across team leaders and within the service.
- To lead and manage developmental projects that address the priorities of the service and the Island.
- To provide effective management of the educational psychology team to ensure the best possible outcomes for children and young people with special educational needs.
- To ensure children and young people with special educational needs and their families are at the centre of all practice and processes relating to the work of the educational psychology team.
- To continue to develop and maintain an offer to children, young people, their families and education settings founded upon specialist knowledge of child development and psychology and a practice framework based on consultation.
- To ensure all staff within the educational psychology team have the knowledge and skills to deliver a high-quality service.
- Developing and embedding a performance culture that delivers results through rigorous challenge, disciplined delivery and continual improvement, ensuring that resources are targeted on business priorities and meeting customer needs.
- To develop the educational psychology traded services offer to schools and other providers.
- Providing strategic planning and oversight of the educational psychology team, including the traded element of this service as this develops, in order to ensure:
 - the delivery of key performance indicators that serve to optimise outcomes for children and young people

JOB SUMMARY

- the managers and practitioners within the educational psychology team are conversant with current practice and any new developments within the council, locally and nationally
 - the coordination of resources and expenditure in order to remain within budget and meet financial targets
 - the continued growth and development of the of the service so that it is equipped to meet current and future needs of the children and young people across the Island
 - the local authority fulfils its statutory responsibilities
 - the development of an effective marketing strategy
- Undertaking any other reasonable duties in relation to the service delivery plan of the Education, Inclusion and Access Department, including the Education Strategy, implementation of the OAP guidance materials and other strategy documents and policies.
 - Supporting and providing support to other local authority officers in relation to the First-tier Tribunal Special Educational Needs and Disability.
 - Providing and developing services, packages of support and training and other provision in response to the needs of schools and other educational providers and in relation to the priorities of the local authority.
 - Work within the codes of conduct of the Association of Educational Psychologists (AEP), the Health and Care Professions Council (HCPC) and the Division of Educational and Child Psychology of the British Psychological Society (BPS).

Knowledge, Skills and Experience

Role Profile requirements.	Job specific examples. (if left blank refer to left hand column)	Essential	Desirable
Expert knowledge of the service area, the authority and partnership organisations and understanding of the political agenda impacting on them.	<p><i>Demonstrable experience of managing an educational psychology service within a council environment and working with schools, to improve the outcomes achieved by young people, through timely interventions both statutory work and non-statutory work.</i></p> <p><i>Substantial experience of traded and non-traded work with a proven ability to design and deliver improvements in educational standards for children and young people.</i></p> <p><i>Expert knowledge of pedagogical and inclusive approaches within the classroom.</i></p>	E	
Substantial experience of planning and delivering specialist legal / statutory / regulatory / customer / stakeholder / community engagement services within a large / complex organisation, with expert professional knowledge and experience.	<p><i>Delivery of strategies and plans as well as enabling an organisation to remain compliant with its statutory functions to meet both current and future challenges.</i></p> <p><i>Experience with the relevant legislation and activities, including financial responsibilities.</i></p>	E	
Expert knowledge of the service and partner relationships and wider sector / external influences. Significant experience of leading in multi-disciplinary and partnership working. Experience in chairing case conferences / partnership events.	<p><i>Expert knowledge of the key issues affecting Children's Services both within the Council and beyond and, the role of the Council in its relationships with educational institutions.</i></p> <p><i>Excellent knowledge and understanding of the factors that lead to improvement in the achievement levels for children and young people with SEND; of best practice in educational psychology; and of how psychology supports learning and well-being.</i></p>	E	
Expert knowledge and understanding of the legislation, regulations, systems, policies, procedures,	<i>Demonstrable history in meeting statutory expectations related to the Code of Practice</i>	E	

JOB SUMMARY

professional guidelines, best practice and emerging developments (including the political agenda) which impact the service area. Experience in assessing the impact of legislation and ensuring organisational / stakeholder compliance.	<i>and securing improvement to groups experiencing vulnerability.</i> <i>Knowledge of the issues facing local government in respect of its educational psychology services needs in order to underpin the delivery of service strategy, policy, and corporate priorities.</i>		
Experience in developing policy, procedures and standards and contributing to strategic direction, in a changeable area of work.	<i>Proven ability to understand a public sector's governance arrangements including ensuring that policies and processes are aligned and to corporate priorities.</i>	E	
Substantial experience of representing the Council / organisation in a professional / legal capacity.	<i>Substantial experience of representing the council in demanding situations with stakeholders and partners.</i>	E	
Excellent interpersonal skills. Authority and credibility to build relationships and engage successfully with colleagues, partners and customers at all levels. Excellent persuasion and negotiating skills, in order to motivate people and partnerships and influence outcomes in complex or politically sensitive situations.	<i>Demonstrable experience in consulting with stakeholders to identify requirements.</i> <i>Proven ability to effectively communicate changes in policy, strategies and working practice both internally and to partner organisations/ stakeholders via all media channels.</i> <i>Substantial experience in managing difficult customers/ stakeholders or sensitive issues.</i>	E	
Authority and credibility to build relationships and engage successfully with colleagues, partners and customers at all levels in complex or politically sensitive situations.	<i>Ability to command credibility with partners and stakeholders and build trusting relationships that can demonstrate improved outcomes.</i> <i>Ability to understand and successfully navigate through sensitive situations.</i>	E	
Initiative, strategic and political awareness demonstrated in innovative approach to problem solving and decision making.	<i>High level of political awareness and ability to use this to solve practical problems.</i>	E	
Excellent planning and organisational skills with experience of managing and delivering a service to organisational requirements.	<i>Experience of implementing practical project management approaches which secure successful delivery of agreed business outcomes.</i> <i>Ability to lead and motivate a team to fulfil the organisational and service requirements</i>	E	
Good ICT skills including use of Microsoft applications and specialist systems.		E	
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.		E	
Educated to degree standard or equivalent.	<i>A fully qualified educational psychologist has:</i> <i>(a) an Honours Degree in Psychology or recognised equivalent qualification</i>	E	

JOB SUMMARY

	<i>(b) substantial relevant experience working with children in education or children's services or both; and has (c) successfully followed a course of specific post graduate professional training as an educational psychologist (doctoral level since 2008)</i>		
Relevant professional /vocational qualification.	<i>Evidence of continuous professional development</i>	E	
Post graduate qualification may be required.	<i>Professional post-graduate qualification in educational psychology</i>	E	
Professional registration may be required	<i>HCPC registration as a practitioner psychologist</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>			