



POSITION DESCRIPTION

SCHOOL PSYCHOLOGIST

POSITION OBJECTIVES

To deliver quality, coordinated, efficient and evidence based psychological and wellbeing services to students.

KEY RESPONSIBILITIES

Leadership

- Demonstrate commitment to the College vision and mission
- Support and contribute to the promotion and implementation of the strategic directions of the College
- Exercise discretion and confidentiality in regards to information
- Provide advice in regard to Psychology programs and recommend enhancements to maintain the highest professional standards and support for students
- Implement a culture of continuous review and improvement
- Establish and maintain a supportive school environment
- Have a broad knowledge of the life of the College

Service delivery

- The College Psychologist delivers psychological interventions targeted at individual, group and school-wide levels. Responsibilities involve:
- Administer psychological assessments of mental health issues involving clinical measures, clinical interview skills, observations, and information from other sources
 - Provide individual psychological therapy, including the use of a range of evidence-based approaches
 - Delivery of system level and school-wide programs for students
 - Facilitation of small group preventative and proactive programs for students (e.g., groups targeting social skills, anxiety, resilience building)
 - Provide strategies and recommendations to students, staff and parents that impact positively on a student's engagement, function, safety and participation within the College
 - Administer behavioural assessments of students and implement appropriate behaviour support interventions, strategies and plans.
 - Promote student wellbeing through Pastoral Care programs
 - Refer students, parents and families to external professionals as required
 - Triage student referrals to receive the appropriate level of intervention using the response to intervention framework.
 - Consult and collaborate with parents, staff, external health professionals and service providers involved in the student's care in a sensitive, open and timely manner
 - Implement evidence-based school wide interventions with psychology, wellbeing and teaching staff
 - Respond in a timely manner to referrals
 - Accurately record all service delivery activities
 - Identify, recommend and implement continuous improvement initiatives that deliver efficiencies and improve the overall quality of service delivery
 - Provide and facilitate professional learning and information for teaching staff, parents, and members of the College community as required

Administration

- Maintain and update individual records, files and notes
- Ensure documentation and records are consistent with College policies and procedures
- Maintain confidentiality and accuracy of systems, records and referrals
- Exercise a high degree of professionalism and efficiency in report writing and case noting

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	<ul style="list-style-type: none">• Collect and maintain practice related data (e.g., caseload demographics, referral reasons, outcome measures) to inform service delivery
Relationship management	<ul style="list-style-type: none">• Ability to coordinate and participate in a multidisciplinary team• Foster quality relationships with students, staff and parents• Work closely with the Deputy Principal – Student Engagement, to ensure that programs align with all legislative requirements and meet College standards• Support Child Safety matters in the implementation of MO1359 in partnership with the Director of Child Safeguarding• Use consultative and collaborative approaches to problem solve, make decisions, develop and implement initiatives that promote student safety and wellbeing• Participate in Committees as required• Meet regularly with the Director of Glendalough, Dean of Waterford, Dean of Senior School, Dean of Middle School and Heads of House with regard to student welfare concerns• Provide prompt, accurate and professional response to students, staff and parents• Maintain awareness of school community issues and events which may impact the school, and work with appropriate staff to help manage this
Child safety	<ul style="list-style-type: none">• Be familiar with and comply with the school's child-safe policy and code of conduct, and any other policies or procedures relating to child safety• Assist in the provision of a child-safe environment for students• Demonstrate duty of care to students in relation to their physical and mental wellbeing
Professional development	<ul style="list-style-type: none">• Commit to ongoing professional development as per AHPRA requirements• Open to research areas of interest relevant to directions provided in the school's strategic plan• Continue development of ICT skills as technologies evolve• Be an active member of a relevant professional association
General duties	<ul style="list-style-type: none">• Abide by the Staff Code of Conduct• Contribute to a healthy and safe work environment for yourself and others and comply with all safe work policies and procedures• Attend school meetings, conferences and after school services/assemblies, etc. as required• Be available on call during the term break and other 'out of school hours' times for emergency situations that may arise• Other duties as directed by the Principal• The College reserves the right to alter this position description as required to reflect emerging priorities

SELECTION CRITERIA

Commitment to Catholic Education	<ul style="list-style-type: none">• A demonstrated understanding of the ethos of a Catholic school and its mission• A demonstrated understanding of the mission and vision of the College
Commitment to Child Safety	<ul style="list-style-type: none">• Experience working with children• A demonstrated understanding of child safety• A demonstrated understanding of appropriate behaviours when engaging with children• Be a suitable person to engage in child-connected work• Must hold or be willing to acquire a Working with Children Check Card and must be willing to undergo a National Police Record Check

Education and Experience	Essential: <ul style="list-style-type: none"> • Relevant qualifications in Psychology • Full registration by the Australian Health Practitioner Regulation Agency Desirable other: <ul style="list-style-type: none"> • Experience working within a school environment • Endorsement in educational and developmental psychology or clinical psychology • First Aid Certificate • Experience providing culturally sensitive psychological services to adolescents of Aboriginal and Torres Strait Island background
Skills and Attributes	<ul style="list-style-type: none"> • Ability to work as part of a team and the ability to cultivate credibility, respect and honesty • Presents a professional and positive demeanour and is a solution orientated person • Proven ability to work collaboratively and energetically within a dynamic organisation, by being proactive, demonstrating initiative and a willingness to accept responsibility • Demonstrates a respect for and acceptance of difference in students, parents and staff • Well-developed decision making skills and demonstrated ability to think strategically and analytically • Good oral and written communication skills, including ability to build rapport and communicate with children, parents and the College community • Strong collaboration, conflict resolution, negotiation and persuasion skills • Strong organisational and time management skills, with an ability to prioritise tasks, meet prescribed deadlines, and concurrently manage a number of competing priorities • Ability and willingness to accept policy directives