

Job Title: Assistant Educational Psychologist	Role Profile Number: P/A
Grade: Soulbury Assistant Scale 2-5 Salary: £35,228-£39,341	Date Prepared: Reviewed April 2024
Directorate/Group: Education, Inclusion & Skills	Reporting to: Maingrade, Senior or Deputy Principal Educational Psychologist

Job Purpose

- To assist the Educational Psychology Service (EPS) in providing an efficient, responsive and professional service for children and young people with SEND aged 0–25 years.
- To assist the EPS in supporting the inclusion of groups of children and young people with social, emotional and mental health difficulties and their families.
- To assist the EPS to work with schools, families and other agencies in supporting pupils at risk of suspension or permanent exclusion to achieve or maintain a school placement.
- To undertake a range of psychological assessment and intervention activities within educational settings and the community under supervision.
- To assist the EPS in carrying out service evaluation activities and completing reports to underpin improvement plans.
- To assist the EPS in delivering and evaluating training packages to educational settings.
- To carry out identified pieces of action research under the supervision of an Educational Psychologist.
- To enable the post-holder to acquire a range of skills and experience in preparation for professional training as an Educational Psychologist.

Key Accountabilities

- To work alongside and under the supervision of Educational Psychologists registered with the HCPC.
- To support colleagues in the completion of a wide range of service tasks.
- To undertake a range of information gathering, observations, assessments, and interventions pertinent to the services' work with children/ young people and their families.
- To support the inclusion and reintegration of children and young people at risk of permanent exclusion and their families.
- To collect data and undertake research to advise on more effectively meeting the needs of Swindon's children and young people with SEND.

- To deliver and evaluate psychology-based, therapeutic educational interventions to promote inclusion.
- To assist in developing and delivering training packages for schools and settings.
- To provide clear and accurate reports and written feedback as required.
- To comply with the EPS data recording processes and protocols.
- To take part in service meetings and internal working groups.
- To represent the EPS at multi-agency meetings, panels and strategy groups as required.
- To be compliant with and take an active role in the HR processes including attendance, leave, and performance.
- To actively plan and undertake continuing professional development activities.
- To undertake such other duties as may be reasonably be required within the general scope of the post.

Qualifications

Required by law, and/or essential to the performance of the role:

- Good degree in psychology or equivalent recognised by the British Psychological Society.
- Graduate Basis for Registration with the British Psychological Society (must have this at time of application)

Desirable:

- Any qualifications relevant to the delivery of Children's Services; eg youth work, social work, teaching.

Knowledge, Skills & Experience

It is essential for candidates to have knowledge, skills and experience in the following areas:

Knowledge

- Knowledge of current psychological theory and research and how it can be applied to improve outcomes for children and young people.
- Knowledge of evidence-based interventions/approaches which can be used to support children and young people with social, emotional and mental health difficulties.
- Knowledge of educational systems, SEND Code of Practice and recent DfE legislation.
- Knowledge of solution-focused, strength-based practice to support change in children, young people and families.

Skills

- Ability to undertake direct assessment and intervention work with groups and individual children to support them with, for example, anxiety, self-esteem, social skills, friendships.
- Ability to support school staff and families working within challenging situations.
- Ability to build and maintain constructive working relationships with a wide range of people including children and young people, parents/carers and professionals.

- Ability to work collaboratively and show a commitment to supporting colleagues.
- Ability to organise service demands, personal workload and achieve targets within agreed timescales.
- Enthusiastic and flexible in approach to work.
- Ability to respond positively to change and maximise opportunities for personal development.
- Highly effective oral and written communication skills.
- Highly effective listening and creative problem-solving skills.

Experience of:

- Supporting children and young people aged 5-18 years (or families and settings) with social, emotional and mental health difficulties.
- Applying psychology to promote positive outcomes for children and young people and their families.
- Working collaboratively with other professionals within Children's Services such as teachers, youth workers and social workers.
- Carrying out direct assessment and intervention work with individual and/or groups of children and young people.
- Using solution-focused, strength-based practice to support change in children, young people and families.

It is desirable for candidates to have knowledge, skills and experience in the following areas:

Knowledge

- Understanding of the role of an Educational Psychologist within a local authority.

Skills

- Ability to use quantitative and qualitative measures to evaluate the impact of educational interventions.
- Ability to plan and deliver training to educational settings and other community groups.
- Good ICT skills to support own administration and effective communication.

Experience

- Planning and delivering training to educational settings and/or other professional or community groups.

Values and Behaviours

We strive to underpin our culture through strong management and authentic leadership, this means getting the management basics right, and ensuring what we commit to individually and collectively, we own and demonstrate accountability aiming to get things right first time. Building on this we also expect everyone at SBC to demonstrate and live our organisational values and behaviours, this means in our work we are:

Connected: We put Swindon and its people at the heart of everything we do.

We display a communication and behaviour style that promotes a positive Council identity in connecting with residents, customers, colleagues and other stakeholders ensuring a partnership approach to delivering

our vision. Always asking, “is what I am doing in the best interests of Swindon and its people,”?

Resilient: We are forward thinking and work smart

We seek to identify where things can be improved, ensuring this learning is embedded, evaluated and built upon through a strong approach to continuous organisational development.

Brave: We respect and work together with our colleagues and customers to achieve success

We act in an emotionally intelligent way, setting positive examples around accountability, risk and governance. This will be delivered through developing ourselves and our teams to achieve the highest possible levels of productivity and performance.

Other Key Features of the role

- Flexible working hours with the ability to attend some evening meetings.
- Requirement to travel around the Borough and other locations within the region.
- Applicants must demonstrate an ability to work to promote equality of opportunity and outcomes for the council’s target groups.
- Enhanced DBS disclosure required.

Employee Signature:	Print Name:
Date:	
Line Managers Signature:	Print Name:
Date:	