

JOB TITLE: Senior Educational Psychologist
GRADE: Soulbury Scale B, points 4 - 7 (+ up to 3 SPAs)
REPORTS TO: Deputy Principle Educational Psychologist
TEAM: Educational Psychology Service
DEPARTMENT: Inclusion and Skills – Childrens Services

Purpose of the Job

Responsible for the supervision and line management of educational and trainee educational psychologists under the direction of the Deputy and/or Principal Educational Psychologists). Responsible also for areas of whole-service and area based strategic work, under the direction of the Deputy and/or Principal Educational Psychologist.

To provide expertise and strong management to drive performance and to work in accordance with Childrens' Services priorities to meet the needs of CYP and families in Herts.

To support with the operational planning, policy matters and service delivery issues and engage in working collaboratively with a range of partners in the promotion, communication and delivery of EP services.

Main Areas of Responsibility

1. To hold responsibility for professional supervision and line management of some Educational Psychologists, Trainee Educational Psychologists and Assistant Educational Psychologists.
2. To coordinate, monitor, support and quality-assure the work of a team of Educational Psychologists, responding to operational demands and service-user feedback and managing the day-to-day functions of the team.
3. To be part of the Educational Psychology Service's Senior Leadership Team and to lead one or more areas of whole-service work, under the direction of the Deputy and Principal Educational Psychologists.
4. To promote equality and diversity and to contribute to promoting inclusion, widening participation, and raising levels of achievement and wellbeing for vulnerable children and young people.

5. To contribute to ensuring that relevant service level agreements and statutory requirements are fulfilled.
6. To contribute to the EP Service Senior Leadership Team's work to ensure that the operation of the educational psychology service meets the required professional and ethical standards and meets the service's quality assurance measures.
7. To contribute to developing the EP Service, as part of the Senior Leadership Team, including developing service delivery models, service documentation, induction, and professional development for psychologists, and responding to changes in legislation and service users' requirements.
8. To contribute to the development of the EP Service's strategic plan and to monitoring and reporting on the key performance indicators within the plan.
9. To maintain oversight of certain areas of the EP Service resources, as appropriate, under the direction of the Deputy and Principal Educational Psychologists.
10. To actively research, develop and promote new opportunities for commissioned work.
11. To contribute to the EP Service Senior Management Team's work to ensure that there is effective and ongoing consultation with service users so that they are able to contribute to service design, delivery, and evaluation; to promote and implement person-centred models of service delivery.
12. To build effective links with other services in both in HCC and with other agencies.
13. To represent the service at key meetings and panels.
14. To ensure that the safeguarding of children and young people who use the service is secure and to ensure that all those line-managed know and understand their safeguarding responsibilities.
15. To deliver an element of generic EP 'casework' (statutory), as directed by the Deputy and Principal Educational Psychologists.
16. To deputise for the Deputy Principal Educational Psychologists as required.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.

Key Accountabilities

1. Identify and deliver opportunities for service development and improvement and scope, plan and manage change within the Service and with wider partnership agencies both internal and external.
2. Review service wide performance outcomes based on feedback in order to increase and measure operational efficiency and effectiveness.
3. Develop and maintain effective partnership working to improve outcomes for CYP and families.
4. To provide line management and supervision to maingrade EPs (maximum of 4 per FTE).
5. Resolve operational and service-based issues and conflicts raised through the service escalation process and ensure positive outcomes.
6. Support with the recruitment process and ensure the development of individual professionals and other team members.
7. Develop and maintain professional networks with partner agencies, in order to maintain continuity and quality of service.
8. Communicate clearly and succinctly to be solution focused in achieving service objectives.

Key Relationships

This role requires partnership working to ensure the effective and efficient operation of the service and the effective delivery of outcomes for children and young people. The key relationships are:

- Contact with Head teachers and managers of settings in relation to their settings and their work with children and young people.
- Contact within the wider education and children's sector, including voluntary sector providers, health providers, CAMHS, social care, Health, Early Help providers, parent/carer groups, universities, and training providers.
- Contact with parents/carers and children and young people through direct contact; analysis of service data and feedback to understand their views and experiences.

Person Specification

Please provide a supporting statement which includes examples and evidence of when you have demonstrated the attributes listed below.

You will be expected to address each point separately and in the order listed.

If you do not complete a full supporting statement in the requested format, your application may be rejected.

Essential Qualifications

1. Degree in Psychology (or equivalent, recognised by the British Psychological Society).
2. Professional Masters qualification in Educational Psychology alongside Qualified Teacher Status, or professional Doctorate qualification in Educational Psychology.
3. Registered with the Health and Care Professionals Council as an Educational Psychologist.
4. Evidence of up-to-date professional development in order to maintain registration with the HCPC.

Essential Knowledge and Experience

1. Substantial experience of working as an EP within a local authority context. This would include experience of managing people, projects or resources.
2. A high standard of skills and knowledge in relation to Educational Psychology and evidence of delivering psychological work to successfully support academic achievement and emotional wellbeing.
3. A sound knowledge of current developments in psychology, child development and education.
4. Knowledge and experience of delivering outcomes-led and person-centred services.
5. Knowledge and experience of delivering consultation and systemically based approaches to service delivery and of Assess, Plan, Do, Review models.
6. In-depth understanding of the national SEND framework, alternative provision, and national and local developments in relation to vulnerable children and young people.
7. Experience of working within multi-agency contexts.
8. Experience of contributing to new ways of working.
9. Experience of communicating both verbally and in writing complex information effectively and sensitively to a range of audiences.
10. Experience of developing successful and effective relationships with a range of stakeholders and partners.
11. Experience of supporting and motivating others in order to deliver outcomes and of working as part of a team.

Desirable Knowledge and Experience

1. Experience of contributing to service plans and developments.
2. Experience of delivering professional supervision and support to EPs and/or others.
3. Experience of delivering applied research projects.
4. Experience of developing and delivering commissioned work.

Essential Personal Attributes

1. A commitment to the application of psychology to improve outcomes for children, young people, families, and professionals.
2. A commitment to inclusion, equality, and diversity.
3. Ability to motivate others.
4. Ability to create and maintain productive working relationships.
5. Positive, committed, self-motivated and confident.
6. Adaptable and able to take a positive approach to change working with the Deputy and PEP.
7. Ability to plan, prioritise and work to deadlines.
8. Innovative and creative.
9. Able to act with discretion and to respect confidentiality.
10. Patience and flexibility.
11. Capacity for self-evaluation and reflection.
12. Excellent analysis and decision-making skills, including the ability to synthesise and prioritise potentially conflicting demands.
13. Client and community focussed.
14. Excellent communication skills.
15. High levels of personal integrity.

Criminal Background Check

Safeguarding children and adults is of utmost importance to Hertfordshire County Council. The Council requires employees to abide by legislation and best practice to enable Hertfordshire to achieve this. This role has been identified as requiring a Disclosure & Barring Service (DBS) check or Basic Disclosure. You must therefore ensure that any relevant criminal record check application is completed and returned as requested by the Council, as this is deemed a contractual requirement of employment. In addition, you consent to allow the Council to retain a copy of the disclosure certificate within your personal file.

It is a contractual obligation to disclose any cautions, reprimands or convictions and to update your manager of any changes to your status whilst in employment. Enhanced DBS roles will be reviewed periodically during employment, by means of DBS Dip Sample or three yearly rechecks. Failure to disclose changes to your status may be detrimental to your employment and you may be subject to disciplinary action.

Please note that additional information referring to the check is in the guidance notes to the application form. If you are invited to interview you will receive more information.

Diversity and Inclusion

Hertfordshire County Council is committed to making inclusion part of our DNA, both as a large employer of people and as a provider and commissioner of services.

We strive to positively promote diversity and inclusion across the delivery of services and within our workforce. We want everyone at work, regardless of their background, identity or circumstances to have a sense of belonging to the organisation. We want all employees to feel valued, accepted and supported to succeed at work and reach their full potential.

Health and Safety

It will be the duty of every employee while at work to take reasonable care for the Health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

Additional Information: Code of Practice on the English Language Requirements for Public Sector Workers

Public Authorities must ensure that all members of staff in customer facing roles, whatever their nationality or origins, are able to communicate the English language fluently with the general public, verbally and in written format (access needs will be met for those with a disability).