

School Psychologist

Position Details

Position Title:	School Psychologist
Reports to:	Director, Student and Staff Services
Psychologist:	Level 2-3
Campus Location:	Research
Full time/Part time (FTE)/Fixed Term Contract:	Full-time with a possibility to negotiate part-time (Fixed term, December 2020).

About ELTHAM College

ELTHAM College has been educating young women and men for the past 40 years. The College was conceived in 1973 as a new concept in independent, coeducational schooling. It was founded by a dynamic group of community members who were seeking schooling for their children that would look beyond average educational practice to education that fostered the talents, confidence, initiative and passion for learning in every individual.

Our location in the Nillumbik Shire, northeast of Melbourne, is no accident. Historically this district has inspired free thought and innovation. For years, artists, writers and intellectuals have been drawn to Nillumbik as a pivotal centre for inspiration. The notion of ELTHAM as one of Australia's few truly independent schools was founded within this creativeculture.

ELTHAM College uses technology to enhance its operations in all areas and for this reason it requires its workforce to be competent and effective users of ICT. All applicants should be able to demonstrate their capacity and willingness to embrace appropriate technology to enhance the aims of the College.

Purpose of the Role

ELTHAM College is looking for a Psychologist experienced in school settings. The purpose of this role is to provide psychological services to students within the Senior School, Junior School and Early Learning Centre. This will involve working collaboratively with staff, families, external allied health professionals and community organisations.

Psychological services will involve reviewing and interpreting psychological, cognitive and educational assessments, counselling and consultation with students, parents and school staff. It will also require specific strengths and experience in supporting adolescent mental health, gifted and high ability learners in a school setting. The school psychologist will work collaboratively with the Students Services Team and key staff to identify psychological, cognitive, educational and general wellbeing concerns. The school psychologist will manage

referral to external allied health professionals and/or develop management plans for students within the school setting.

Major Duties

General

- Reviewing and interpreting psychological, cognitive and educational assessments for students.
- Provide early intervention support (e.g. observation and screening assessments) for students.
- Counsel students, parents and staff as required using appropriate evidence based approaches.
- Provide consultation to parents regarding student issues.
- Provide consultation with teaching and educational support staff regarding student needs (e.g. behavioural management).
- Provide assistance to the Student and Staff Services Department for funding applications for students with Disabilities.
- Maintain records and notes of all counselling sessions using established Counselling procedures.
- Attend College Referral meetings and, where appropriate, case management meetings.
- In consultation with Student and Staff Services Department and Senior Staff, ensure clear individual case management support for individual students is established and maintained.
- Attend Student and Staff Service Department meetings.
- Using student support plans, monitor and manage the progress of students with significant psychological needs.
- Respond to, and act upon, internal/external enquiries with regard to ongoing counselling.
- Maintain necessary contact with relevant external professionals who work with College students.
- Maintain professional reading to ensure awareness of best practice.
- Ensure professional standards, learning and supervision is maintained to ensure registration and quality program delivery.
- Participate in, or support, Professional Development or student/parent programs to enhance staff, student and parent awareness of contemporary counselling issues and strategies for managing students.
- Maintain personal professional supervision.

Performance Criteria

- Counselling is conducted in a professional manner in accordance with the guidelines and principles of the Australian Psychological Society and AHPRA- Psychology Board.
- Achieve management of a case within the time frames agreed with Director, Student and Staff Services.
- Consistent attendance at all scheduled meetings including Referral Meetings.
- Demonstrated consultation with external professionals, and communication of suggested strategies from professionals to teaching staff (where applicable).
- Demonstrated understanding of contemporary counselling issues as they related to schools, students and school communities.

- Demonstrated participation in, and/or development of Professional Development and Student/Programs that enhance awareness of contemporary counselling issues.

Knowledge Required

- Knowledge and ability of how to handle and maintain confidential systems of records and management/information.
- Counselling methodology.
- Psychological assessment capability.
- Psychological Report writing capability.
- Understanding of developing programs for students with high intellectual capability.
- Some knowledge of standard teaching and assessment methods for Victorian Schools.
- Computer literate – familiar with Microsoft Software applications.
- Good knowledge of external professional networks and services for students and families.

Skills Required

- Excellent communication.
- Strong team work and ability to effectively consult.
- Capacity to establish own work schedule to achieve designated goals.
- High level of management skills.
- High level of negotiation skills.
- High level of time management and organisational skills.
- High level of interpersonal skills.
- Capacity to process information to provide accurate reports and notes in current records and new records.

Qualifications Required

Fully registered psychologist, preferably with postgraduate qualifications in educational, clinical or counselling psychology. Membership with peak professional groups such as the Australian Psychological Society or the Psychotherapy and Counselling Federation of Australia.

VIT registration (preferred)

Experience/Pre-requisites

A minimum of five years' experience working in an educational setting or similar environment is preferred.

Organisational Accountabilities

ELTHAM College is committed to the health, safety and wellbeing of its staff and students. ELTHAM College and its staff must comply with a range of statutory requirements, including child safe, equal opportunity, occupational health and safety, privacy and trade practice. ELTHAM College also expects staff to comply with its policies and procedures, which relate to statutory requirements and our day-to-day operations.

ELTHAM College takes a zero-tolerance approach to child abuse and is fully committed to ensuring that its strategies, policies, procedures and practices meet all Child Safety Standards as specified in Ministerial Order No. 870 (2015).

Applicants must hold a current Working with Children check &/or Victorian Institute of Teaching (VIT) and be entitled to live and work in Australia.

Applications:

Please submit a cover letter and curriculum vitae with names of three referees to Mr Mike Brennan (Deputy Principal).

Applications must be received by Monday 19 August 2019 to **employment@elthamcollege.vic.edu.au**.