

## **Detailed Job Description**

### **Psychologist**

#### **General job description:**

- Support Students in educational settings. Support to children and young people in both mainstream and specialised settings who are experiencing difficulties in their learning and development, thus assisting them to derive the full benefit of Education;
- Work in close collaboration with the College Education Psycho-Social team, school management teams, the DNSSS and other professionals employed with other government entities and also with non-governmental agencies, thereby ensuring maximum utilisation of resources for the benefit of the students;
- Ensuring that records and logging systems are well kept and include all interventions carried out with each student while ensuring confidentiality at all times in accordance with existing legal provisions;
- Assisting the Managing Psychologist and Principal Psychologist when and where necessary;
- Be accountable to the Managing Psychologist, the Assistant Director Psycho-social Services and the Director National School Support Services;
- The nature of the Psychologist's work requires the application of a flexible working-pattern centred round the needs of the clients;
- A Psychologist will be expected to use his/her own means of transport for the work.

#### **Detailed job description of a Psychologist:**

- casework with individual clients as well as group sessions with children and young people, from pre-school to post-secondary level of education;
- the provision of support with regard to identification, assessment, preparation and implementation of a support plan and the monitoring of children and students in both special and mainstream schools;
- working with parents, school staff and other agencies;
- providing support to clients' parents;
- providing advice to professionals working with children and young people having a range of learning difficulties and emotional and behavioural difficulties or mental health difficulties;

- contributing towards the development of the psychological services within the DES and that of organizations and institutions concerned with children's welfare;
- assisting schools in developing in-house pupil-care policies and procedures;
- providing in-service training for a range of practitioners within the Education sector;
- collaborating with other service provision teams, within the National School Support Services Department of the Directorate for Educational Services;
- attending and participating in case conferences and other meetings;
- seeing to the timely provision of the necessary reports for students in schools, such as those requiring special examination arrangements in connection with examinations;
- contributing towards the effective implementation of the National Curriculum Framework, so as to ensure the meeting of particular needs and attainment levels of students;
- keeping detailed records of interventions and participating in audit and service evaluation;
- delivering psychological intervention and therapy;
- Planning and delivering training of psychologists, psychology practitioners and psychology assistants;
- Performing any other duties according to the exigencies of the Public Service as Directed by the Director General DES;
- Performing any other duties according to the exigencies of the Public Service as directed by the Principal Permanent Secretary.