

PSYCHOLOGY ASSISTANT DUTIES

A Psychology Assistant will be required, under supervision, to assist Psychologists in the duties and responsibilities listed below.

- 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 within and outside MEDE;
- 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;
- contributing towards the development of the psychological services within MEDE 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 Educational Services Department of the Directorate for National School Support Services, in order to ensure:
 - effective outcomes from case conferences and meetings
 - a unified multidisciplinary approach to case-management;
 - 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;
- participating in projects, seminars and conferences leading to on-going professional development of the whole service team;
- keeping detailed records of interventions and participating in audit and service evaluation;

The nature of the Psychology Assistant's work requires the application of a flexible working-pattern centred round the needs of the clients.

A Psychology Assistant will be expected to use his/her own means of transport for the work.

The selected candidate may be required to perform duties in Gozo.