

DIRECTORATE:	Children, Education and Skills
DIVISION:	Education and Skills
POST TITLE:	Assistant Educational Psychologist
GRADE:	Soulbury Assistant Educational Psychology Scale Points 1 - 4
RESPONSIBLE TO:	Manager, Educational Psychology Service
JOB PURPOSE	Work with children and young people (aged 0 to 25), their families and other professionals in order to contribute to improved outcomes for children and young people with Special Educational Needs and Disabilities or other identified vulnerabilities.
MAIN DUTIES:	The following list is typical of the level of duties which the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar type and level may be required from time to time.

Duties and Responsibilities

Working within the context of appropriate professional oversight the Assistant Educational Psychologist will:

1. Assist and support the delivery of a range of Educational Psychology activities within schools/settings. There would be a focus on early intervention and preventative work
2. Follow and apply relevant legislative requirements and Codes of Practice as they apply to educational psychology practice including in relation to Special Educational Needs and Disabilities and Safeguarding
3. Contribute to the process of psychological assessment of individual children and young people including:
 - Undertaking a range of activities to gather information about young people including observations, consultations and individual work
 - Working with other professionals and parents or carers to develop appropriate strategies for the resolution of identified difficulties
 - Contributing to the production of written feedback for parents/carers, schools/settings, and other appropriate agencies for a range of purposes, highlighting children and young people's strengths and difficulties, barriers to achievement and recommending appropriate ways forward.
4. Work with individuals and groups of children and young people to deliver evidence based interventions in relation to the resolution of identified barriers to learning and engagement.

5. Work with families of children and young people in relation to the resolution of barriers to learning and engagement.
6. Work collaboratively with others to develop, deliver and evaluate specific project and intervention work including undertaking literature reviews and action research activities
7. Engage with other professionals as appropriate to foster the development of multi-disciplinary practices,
8. Maintain accurate and timely child/young person, family and organisational records.
9. Engage in the collection and use of data for intervention, research, monitoring and evaluation purposes.
10. Actively participate in team meetings and service development activities
11. Participate in and support the delivery of in-service training and other CPD activities
12. Contribute to the development of applied educational psychology practice within the Service, and within regional and national contexts where appropriate.
13. Keep up to date with current understanding, research and practice in the areas of psychology and education and develop own skills and knowledge in preparation for applying for professional training as an Educational Psychologist.
14. Undertake any other duties or activities that may be reasonably directed by the Manager of the Educational Psychology Service

Performance Standards

1. Appraisal objectives set and reviewed via Service and Local Authority “My Conversation” procedures
2. Participate in formal supervision within the Educational Psychology Service on a regular and defined basis.
3. Engage with agreed quality service standards and ensure defined personal performance indicators are achieved.