



## HM Government of Gibraltar

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### Non – Permanent Education Psychologist Job & Person Specification

**POST:** Non-Permanent Educational Psychologist  
**DEPARTMENT:** Department of Education  
**RESPONSIBLE TO:** Director of Education

#### **JOB PROFILE:**

#### **OBJECTIVE:**

- To effectively work in partnership, with parents, carers and stakeholders to maximise the educational potential and experience of children and young people in the Government of Gibraltar education system.
- To advise the Director of Education on the most appropriate educational strategies and systemic policies to meet the needs of children and young people.

#### **The main duties and responsibilities of the role are as follows:**

- To assess children and young people across the 4 areas of SEND to inform recommendations (e.g. via consultation with staff, observation, direct standardised tasks, etc).
- To keep abreast of JCQ regulations and assess secondary age students before their external examinations in line with these.
- To monitor, and assess as required, pre-school and reception aged children for learning readiness to maximise learning potential.
- To liaise with other relevant stakeholder agencies to ensure all aspects of a young person's needs are supported and work is not replicated.
- To collate appropriate evidence of individuals and cohorts educational needs to analyse trends and plan intervention and support.
- To attend and contribute to a range of multidisciplinary meetings and clinics (e.g. Learning Clinics, Paediatric Multidisciplinary Team clinics).
- To develop and maintain accurate records of involvement with individual children/ young people and relevant stakeholders (e.g parents, teaching staff).
- To produce written communications of recommendations following assessment and/ or consultation with children, young people and key stakeholders.

- To attend and contribute to monthly Special Educational Needs Assessment Panel meetings advising the Director of Education on the most adequate provision for children with special educational needs.
- To keep abreast of developments in the field of educational psychology in order to ensure safe and effective practice, and maintain the HCPC continuing professional development standards.
- To complete courses and qualifications to serve the developing needs of the service.
- To complete appropriate administrative tasks necessary for the effective completion of the job (e.g. sending out appointment letters, data entry, scoring questionnaires).
- To work in consultation with relevant stakeholders to plan and carry out assessment and intervention of children and young people.
- To make systemic recommendations as to changes and adaptations to the school curriculum in order to support children with SEND.
- To deliver training to key stakeholders on various relevant topics (e.g. National Autistic Society parent courses).
- To undertake any other duties and responsibilities appropriate to the post which may be required by the Director of Education.

## PERSON SPECIFICATION –NON-PERMANENT EDUCATIONAL PSYCHOLOGIST

CRITERIA	ESSENTIAL	DESIRABLE
<b>Qualifications:</b>	<p>Undergraduate Degree in Psychology or equivalent, accredited or recognised by the British Psychological Society as giving eligibility for the Graduate Basis for Chartered Membership of the BPS (GBC).</p> <p>Successful completion of post graduate professional training in Educational Psychology (approved by the British Psychological Society) confirmed by graduation.</p> <p>Current and valid HCPC registration as Practitioner Psychologist.</p> <p>Full criminal records clearance.</p>	<p>Member of appropriate professional body (e.g. BPS or AEP).</p>
<b>Experience:</b>	<p>Experience of working in a variety of different settings for children and young people.</p> <p>Experience of working with pupils with a wide range of special educational needs (SEND) and planning appropriate support programmes.</p> <p>Experience of work with a range of other professionals in planning for individual children.</p> <p>Experience of carrying out relevant behavioural, educational and psychological assessment.</p> <p>Experience of delivering training to parents and professionals.</p> <p>Experience of working with children under the age of 4.</p>	<p>Experience of being an educational practitioner.</p>
<b>Knowledge:</b>	<p>Knowledge and understanding of recent and relevant legislation relating to children and young people, including related regulations and guidance.</p> <p>Sound knowledge of applied psychology as relevant to working with children and young people</p>	<p>Knowledge of how relevant legislation is applied in Gibraltar.</p> <p>Knowledge of the local education system.</p>

<b>Knowledge cont'd:</b>	Wide knowledge and understanding of all common syndromes, conditions and disorders affecting children and young people.	
<b>Key Skills and Behaviours:</b>	<p>High ethical standards, both personally and professionally, demonstrating integrity, reliability and trustworthiness.</p> <p>Sensitivity to the needs of children, young people and their families.</p> <p>Ability to be a dynamic and reflective practitioner, able to critically evaluate their professional approach.</p> <p>Ability to gather and evaluate complex information from a variety of sources.</p> <p>Ability to engage, communicate and work in partnership effectively, with children and young people, carers and stakeholders.</p> <p>Ability to form effective working relationships with adults, other agencies and key personnel.</p> <p>Ability to apply a wide variety of assessment techniques with children and young people of all ages 0-25.</p> <p>Ability to plan, prioritise and manage complex workload effectively.</p> <p>Ability to work both independently and as part of a team, contributing effectively to the aims of the Service.</p> <p>Excellent standard of spoken and written English.</p> <p>Ability to deliver training to a variety of audiences.</p> <p>Ability to demonstrate competence in core IT skills.</p> <p>Commitment to personal development and child focused outcomes.</p> <p>Evidence of strong psychological research skills and ability to conduct systemic analysis of educational and psychological practice.</p>	

<b>Other Requirements:</b>	<p>Willingness to work throughout the school system in any appropriate setting.</p> <p>Willingness to engage and provide advice to parents, carers, other professionals and stakeholders.</p> <p>Willingness to chair panels and committees.</p> <p>Willingness to undertake essential administrative duties pertaining to the job.</p> <p>Willingness to maintain excellent standards of professional practice and be highly committed to continuing professional development.</p>	
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