

Job Summary

Post Title	Senior Specialist Educational Psychologist	Pay Grade	Grade 10
Directorate	Children's Services	Line Manager	Senior Educational Psychologist
Service Area	ISEND		
Post Number/s (for existing posts)	New post	Work Location	Aylesbury Walton Street Offices
Work style	Any desk	Job Family & Role Profile	PC10M
DBS Check Required?	YES If YES state level of DBS required: Enhanced with Barring check		
Politically Restricted Post?	No <i>The Local Government and Housing Act 1989 prevents certain officers from taking part in political activities, such as holding office as a local councillor.</i> <i>There are broadly two categories of restricted posts:</i> <i>Posts which are 'specified' as per Section 2(1) of the LGHA 1989 and Posts which are 'sensitive', which means that they are politically restricted by virtue of the nature of the role, rather than the job title.</i>		

Job Purpose and Job Context

The senior specialist educational psychologist role exists to provide a pioneering, developmental focus on a designated area of practice within the field of educational and child psychology, in order to effect positive change for Buckinghamshire's children, families and schools. The purpose of the specialist post is to spearhead new initiatives and facilitate the embedding of best practice within the Council – operating as an advocate and key point of contact for colleagues, partner agencies and service users – with respect to the identified area.

The post-holder will also provide responsive and effective day-to-day management of educational psychologists, trainee educational psychologists and assistant educational psychologists within their designated iSEND Area Hub, ensuring high quality early-intervention and statutory services for children and young people with special educational needs and disabilities (SEND).

In addition, the role requires undertaking of practitioner psychologist professional activities, including a range of preventative work as well as delivery of statutory psychological advice as part of education, health and care needs assessments in accordance with the Children and Families Act 2014.

The job forms part of the Integrated SEND Service's senior management team, and as such includes responsibility for supporting the strategic development of educational psychology services, and driving forward the Council's SEND improvement programmes.

Main Responsibilities and Duties

- Lead on a designated area of specialist work within the educational psychology service and wider Integrated SEND Service, contributing to development, implementation and monitoring of best practice across the county. This may include establishing and refining processes and policies, designing and delivering training and intervention programmes, and acting as an advocate and champion for the designated area of specialism when working with local authority colleagues, partner agencies and service users.
- Work closely with other Children's Services managers to ensure coordinated county-wide best practice in relation to the designated area of specialism, promoting early intervention and prevention strategies for vulnerable children and young people including children looked after and other high-risk groups.
- Contribute to and influence national developments regarding the designated area of specialism within educational psychology and other related professions – including liaising with relevant national bodies, such as the AEP, and coordinating responses to relevant professional consultations.
- Enhance the professional effectiveness of educational psychologists (EPs), trainee EPs and assistant EPs through supervision, quality assurance processes and continuing professional development (CPD) in line with HCPC requirements and standards of proficiency. This will include leading educational psychology specific meetings and professional development.
- Be responsible for managing the performance of allocated EPs, trainee EPs and assistant EPs to ensure that objectives and targets are met. Provide induction and line management guidance and support. Proactively develop professional knowledge, skills and behaviours and support others in their continuous professional development.
- Work with the principal EP, senior EPs and the wider Integrated SEND Service senior management team to ensure the timely submission of good quality psychological advice with respect to education, health and care (EHC) needs assessments, EHC annual reviews and SEND Tribunal appeals.
- Provide professional advice, guidance and support to staff, colleagues, partner agencies and others on cases, particularly where there is a link to the designated area of specialism. Provide psychological advice at SEND Tribunals, especially in cases that relate to the designated area of specialism.
- Take responsibility and be accountable for a caseload as required, ensuring that any casework is undertaken in a professional manner and decisions are taken in a timely manner. This will include completing psychological consultations, assessments and interventions focussing on the personal, social and academic well-being of children and young people aged 0 – 25 years.
- Contribute professional advice, support and training in effective methodologies and strategies based on applied psychology to staff across the Children's Services portfolio, educational and community settings.
- Be responsible for provision of effective information based upon the research evidence regarding children's and young people's barriers to learning, and to identify the most appropriate areas for intervention, including in-service training and continuing professional development of teachers and other staff.
- Ensure there is a strong and effective culture of collaboration within the team and across the local area, including with colleagues in health, education and social care, helping to embed a culture of co-production at all levels.
- Work with all relevant colleagues and partners, towards continuous improvement in processes and practice required to achieve positive outcomes for children and their families. Implement quality assurance processes, support the management of complaints and ensure learning is embedded.
- Carry out all duties with an awareness and understanding of the Safeguarding requirements within the area of responsibility. Behaviours and actions support the safeguarding of children, young people or vulnerable adults as appropriate.

- If this role manages a budget please state the size of the budget: N/A
- If this role monitors a budget please state the size of the budget: N/A
- How many direct reports does this job have in its reporting line? 4. EP Grade 9 and Grade 5

How many indirect reports does this job have in its reporting line? N/A

Scope for forward planning and deadlines

Planning & deadline requirements (tick all that apply):	✓	Provide Job Specific Examples
Up to 3 months	✓	Planning of TEAM UP Meetings, Virtual Consultation Sessions, statutory & non-statutory casework, supervisions with supervisees. Statutory casework deadlines to be met. Reporting deadlines (e.g. SEND improvement workstreams) to be met.
1 year	✓	Planning of specialist service delivery to schools and settings, e.g. programme of training, engagement with stakeholders. Planning of service delivery, e.g. non-statutory school offer. Reporting deadlines (e.g. SEND improvement workstreams) to be met.
3-5 years	✓	Strategic planning of specialist services, e.g. inception and development of new pathways and processes. Strategic planning of service development and delivery in response to trends in local and national data. Deadlines for delivery against Council SEND Strategy and associated improvement work.

Values and Behaviours

We expect your values and behaviours to reflect the values of the organisation:

Proud

- Perform to your best every day
- Cares about delivering the role and setting high standards
- Upholds the reputation of the service and the wider Council

Ambitious

- Ambitious to learn, develop and fulfil potential
- Ambitious to do things better
- Solution focused looking for suitable resolutions

Collaborative

- Effectively engages with others sharing ideas and solutions
- Able to look at things from different perspectives
- Happy to work with others to achieve outcomes

Trustworthy

- Accountable for actions
- Behaves professionally and to professional standards
- Quick to respond and show initiative

The following criteria will be assessed from information provided on your completed application form, during the shortlisting and assessment process, and from your references.

Knowledge, Skills and Experience (use job family to complete)	Job Specific Examples	Essential	Desirable
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Extensive relevant experience at a senior level in the specialist area.	Specialist working within educational psychology practice.	✓	
Expert knowledge of the designated specialist area, as well as the wider authority and partnership organisations and understanding of the political agenda impacting on them.	Knowledge and understanding of current issues in psychology, special educational needs and developments in Children's Services. The ability to apply psychology within educational and community settings.	✓	
Expert knowledge of all procedural and legislative frameworks, systems and initiatives relevant to the designated specialist area and wider educational psychology profession, and awareness of emerging developments and their impact on the local authority, partner agencies and service users.	SEND reforms Registration with the HCPC as a practitioner psychologist Knowledge, understanding of and commitment to professional codes of ethics and conduct relating to educational psychology practice.	✓	
Experience in developing policy, procedures and standards and contributing to strategic direction.	Shaping the early intervention and prevention activities of an educational psychology service.	✓	
Significant experience of leading multi-disciplinary, co-production and partnership working.	Chairing multi-professional meetings regarding casework or an area of practice.	✓	
Excellent planning, workload and project management skills.	The ability to establish clear priorities for action and to respond appropriately. Able to ensure an appropriate mix of early intervention and statutory work according to demand.	✓	
Excellent interpersonal, communication, persuasion and negotiating skills.	Highly competent interpersonal skills and the ability to build and maintain constructive working relationships with a wide range of people including children, young people, parents, teaching staff and other professionals.	✓	
Authority and credibility to build relationships, influence and engage successfully with colleagues, partners and service users at all levels in complex situations.	Working with partner agencies and service users to establish a working party for a specific activity.	✓	
Proven experience in supporting and developing other professionals, including the development and commissioning of appropriate development activities.	Committed to using professional support and supervision and performance reviews to continually reflect upon practice, and identify and implement personal and professional development for other professionals.	✓	

	The ability to plan and deliver training and continuing professional development activities.		
Excellent record keeping, report writing and presentational skills.	The ability to present high quality information, both oral and written which is clear, easily understood and relevant to the intended audience – such as a leaflet for parents/carers.	✓	
Demonstrates behaviours which model the council's values.	PACT values in work	✓	
Relevant experience of managing a service / professional expertise area in a large public sector organisation (preferably local government).	Experience as an educational psychologist with experience in managerial responsibilities in an LA.		✓
Qualifications		Essential	Desirable
Educated to degree level - Honours Degree in Psychology, or equivalent Masters Degree, conferring Graduate Basis for Chartered Membership (GBCM) with the British Psychological Society (BPS).		✓	
Postgraduate qualification - Satisfactory completion of BPS accredited and Health & Care Professions Council (HCPC) approved professional training in educational psychology		✓	
Relevant professional accreditation - Registration with the HCPC as a 'Practitioner Psychologist'		✓	
Other Requirements		Essential	Desirable
A full driving license required to be able to carry out the role		*	
Where the role is customer-facing and the post holder is required to speak to members of the public, the ability to converse at ease with customers and provide advice in accurate spoken English is essential for the post.		Y	
This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore applicants are required to declare: • All unspent convictions and conditional cautions • All spent convictions and adult cautions that are not protected (i.e. that are not filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2020). For further information on filtering please refer to Nacro guidance (nacro.org.uk) and the guidance published by the Ministry of Justice (see, in particular, the section titled 'Exceptions Order').		Y	

This job summary is not intended to be exhaustive and it is likely that duties may be altered from time to time in the light of changing circumstances, in discussion with the post holder. This job summary is intended to provide a broad outline of the main responsibilities only. The post holder will need to be flexible in developing the role with initial and ongoing discussions with the designated manager.