

<b>ROLE:</b>	<b><u>COLLEGE PSYCHOLOGISTS</u></b>
<b>Salary</b>	Education Support Officer-Category B
<b>Time Release available</b>	0.8 FTE to Full Time (negotiable)
<b>Period of Appointment</b>	2018 ongoing position
<b>Reports to</b>	Principal Deputy Principal-Students

Students and families need Pastoral Care throughout their time with the College. At times they need specific assistance to handle their problems and crises in a constructive way. The College has taken a dynamic and active approach and provides short-term opportunities for one-to one counselling with an option for small group work to enable growth, healing and empowerment.

To fulfill this role and to provide the safest and best professional mental health care possible, the College has employed psychologists who are registered under the Act and are recognised by the Australian Health Practitioner Regulation Agency (AHPRA) or equivalent regulatory body.

The Psychologist works closely and confidentially with the Deputy Principal -Students and other Counsellors to ensure appropriate communication between all parties. Within this framework, the College accepts the normal professional and confidentiality requirements of a Psychologist and offers collegial support for the work they do.

The Psychologist is expected to maintain well-documented case records, which remain with the College until such time as they need to be appropriately disposed. The Psychologist will be responsible for the duties outlined below in accordance with College policies and procedures.

### **Specialists Skills and Knowledge**

- Registration as a psychologists with AHPRA (Australian Health Practitioner Regulation Agency)
- Knowledge and understanding of adolescent development and pertinent to this population
- Knowledge, skill and experience in a range of counselling approaches to assist adults and adolescents experiencing difficulties in their lives
- Capacity to supervise provisional psychologists/university students on placement

### **Key Responsibilities and Duties**

The overall role of the Psychologist covers personal support, counselling, therapy and where appropriate, psycho-educational testing and recommendations:

#### **1. Students**

- Assessment and counselling for students across all year levels, who are experiencing difficulties impacting on their capacity to learn. Issues commonly discussed with the counsellor include: depression, anxiety, family breakdown, loss and grief, identify issues, peer relationships, trauma, substance use
- Undertake specific testing (e.g. intellectual and psycho-educational assessment) of students as required

- Demonstrates strong understanding of Autism Spectrum Disorder and has experience in supporting young people with Autism Spectrum Disorder, in an education setting an advantage.
- Provide preventative/supportive programs for students with identified needs through consultation with staff, parents and students – e.g., Seasons Loss and Grief program
- Devise and present programs/sessions at year level camps/retreats
- Participating in the development and implementation of programmes that promote healthy relationships between and among students and staff E.g. Restorative Justice, Social Skills programs.
- Accepting referrals of students for assessment and possible follow-up work
- In consultation with the Deputy Principal (Students) and Principal, participate in and refer appropriate students to internal and external programmes of benefit.
- After consultation with the Deputy Principal (Students) and the appropriate Year Level Coordinator, the psychologist may approach individuals who are perceived to be in need of assistance

## **2. Staff**

- Working in consultation with the Deputy Principal (Student), Year Level Coordinators and Counsellors identifying the individual members of the College Community requiring specific care and support
- Being available to individual members of staff who may require assistance with regard to a particular student or group of students
- Arranging appointments in a discreet way and ensuring that specific teachers are informed about any likely student absence from class
- Assessing the need for referral to outside agencies or professionals for students and where appropriate parents.
- Design and develop welfare support programmes to assist our students at risk of not completing their schooling
- Provide professional development to staff on student welfare related or counselling related issues
- Working in consultation with College Counsellors
- Meet frequently with counsellors to address new referrals, presenting issues.
- To attend all relevant meetings such as staff meetings
- Liaise with SSG Coordinator regarding specific testing for students

## **3. Parents**

- Providing support to parents through Parenting Programmes
- Assist in planning parent education evenings on student welfare related issues and arrange guest speakers on issues as resilience, managing VCE Demands
- Provide consultation, short term counselling and referral options to parents who have concerns for the welfare/mental health of their child
- Participate in parent information nights to promote and explain the counselling service, provide information and support to parents.

## **4. College**

- Taking an active role in the provision of high standard care and support for all members of the College Community

- Informing the College Leadership Team of situations that may have repercussions for the College within the wider community. E.g. Mandatory Reporting Issues
- Liaising with outside Community services E.g. Headspace, Orygen. Melton Youth Services
- Participate in SSG meetings when required by the Student Support Coordinator
- Being available to be involved in meetings and processes which require psychological reflection and input
- To provide the Deputy Principal (Students) a semester report summarising statistics, including number of clients, frequency of contacts, and other issues deemed appropriate
- To keep the Principal informed about any cases involving the College's specific duty of care to its students, staff and families

**Accountability & Professional Practice:**

The College Psychologist is expected to maintain professional practise and standards as defined by the regulatory body (AHPRA or equivalent):

- Interviewing and History taking
- Counselling
- Consultation
- Assessment including the administration of tests and report writing
- Planning and Implementing intervention
- Personal supervision

To ensure Professional Practise is maintained:

- The Psychologist will meet regularly with the Deputy Principal (Students) to discuss the ongoing management of community issues
- The Psychologist makes an appointment and meets with the Principal once per Semester in order to review the operation of this service
- Maintain professional learning through membership of external networks and associations and through attendance at conferences and seminars.
- It is expected that Professional Supervision is carried out on an agreed basis at the College Expense
- Responsible directly to the Principal

**Organisational relationships:**

- Student Wellbeing Team
- College Counsellor
- Year Level Coordinators
- Deputy Principal (Student)
- SSG Coordinators