

Position Description

Title: School Psychologist P-12

Senior School Campus



This Position Reports to: Director of Wellbeing

Department: Wellbeing Health Team

Date: September 2024

PREAMBLE

As a staff member of The Southport School, it is crucial that you understand the underpinning philosophy and aims of this school, its routines and administration, and more importantly, that you actively support the Anglican Ethos of the School. The School Prayer gives a clear understanding of the School Aims.

Make us a truly Christian Community where education embraces the whole of life. With the school may we find acceptance, healing and growth through faith in Christ and in turn service to others.

OUR TSS VALUES

We are a TEAM

We work together in a spirit of trust, loyalty, inclusion and mutual respect. We persist and encourage each other to do our best each day.

We are a community of SCHOLARS

We learn every day and our interests and different approaches bring diversity of opportunity and enrich our understanding of the world.

We are here to SERVE

We contribute positively to our classes, our teams, our school, our families, and our communities, learning to lead and to improve the world in which we live.

STUDENT PROTECTION IN ANGLICAN SCHOOLS

Anglican Schools and Education & Care Services are committed to providing environments where children and young people receive the highest standard of care, where their rights are supported, and they have opportunity to thrive and be fruitful. Such environments nurture and safeguard the intelligence, dignity, safety and wellbeing of each child or young person, by placing them at the centre of thought, values and actions.

As reflected in our Ethos, our vocation is education, driven by a vision of humanity, shaped by the image of God made visible in Jesus, present in every human being.

- Every child: made in the image and likeness of God.
- Every child: loveable and loved, unique and unrepeatable.
- Outstanding education for the flourishing of people and the good of community.

Our faith is lived. We are hospitable and welcoming communities, who embody compassion, kindness, fairness, justice and love, and where exceptional pastoral care is practiced.

Working and serving the best interests of children and young people is in everyone's best interest. This is achieved through sustaining living and learning environments that are safe, supportive and stimulating. Specifically, we:

- place emphasis on genuine engagement with children and young people.
- create conditions that reduce the likelihood of harm to children and young people.
- create conditions that increase the likelihood of identifying harm where it exists; and
- respond swiftly and appropriately to any concerns, disclosures, allegations or suspicions.

This commitment is sought to be consistently reflected through the decisions and behaviour of all persons within the School or Service, who are guided by effective governance, policies, tools and processes. This fosters a child safe culture, where acting in children and young people's best interests is at the heart of what we do.

PURPOSE OF THIS DOCUMENT

To provide the team member with the key selection criteria, specific duties and responsibilities and general responsibilities against which your appointment to, and performance in the job, will be assessed.

As part of the team, you will be expected to know the policies and procedures that govern some of the tasks you will be performing.

KEY SELECTION CRITERIA, QUALIFICATIONS AND EXPERIENCE:

Selection Criteria

- Demonstrated competence in individual, family, group and crisis counselling preferably within an educational context.
- Ability to maintain confidentiality and a high level of ethical practice including the ability to maintain accurate records and prepare reports.
- Proven ability to work effectively as a member of a multi-disciplinary team with high levels of accountability.
- Demonstrated commitment to nurturing positive relationships between students, teachers, parents and stakeholders.
- Demonstrated excellent communication skills and interpersonal skills necessary to work with all members of the school community.

Qualifications and Experience

- Degree and Experience:
Postgraduate or further qualifications in psychology or related field.
Practice endorsement or experience in Health Psychology, Sports Psychology or Positive Psychology would be highly desirable.
- AHPRA:
Must hold current and full registration as a Psychologist with AHPRA. Eligibility for membership with the Australian Psychological Society is highly desirable.

Additional requirements:

- Provide a recent criminal history check certificate – must be within 2 months of appointment.

DUTIES AND RESPONSIBILITIES FOR THE POSITION

This part of the document outlines the responsibilities required to competently perform the duties of the position. Of course, you will also be required to perform any other duties that the Headmaster, or their delegate, may direct you to perform, and which could reasonably be considered relevant to the position.

SPECIFIC DUTIES AND RESPONSIBILITIES

The School Psychologist is part of the Wellbeing team and is responsible for both the provision of psychological services and facilitation of Wellbeing Health programs. The School Psychologist is based at the senior school but may be required to support the preparatory campus during wellbeing events, a critical incident situation, or when directed by Senior Management.

The School Psychologist provides psychological counselling to students as part of the student support services offered within The Southport School's pastoral care system. The role aims to improve student wellbeing and academic success by offering preventative psychoeducation and brief psychological interventions.

Key responsibilities:

The School Psychologist role is a member Wellbeing Health Team and reports to the Director of Wellbeing for all aspects of psychological and wellbeing program service provision. The role works in close liaison with the House, Boarding and Pastoral systems within the school, liaising closely with teachers, Deans of Students and Heads of Houses.

The role of a School Psychologist is responsible for the following services and functions:

Psychological Services:

- Provide counselling to students experiencing significant social, emotional, behavioural, and academic concerns. Provide brief therapeutic interventions, case management, follow-up support, external referral information and professional recommendations to students, teachers and parents.
- Work as part of a multidisciplinary team and facilitate effective working relationships and partnerships with parents, school personnel and external support agencies in order to provide a comprehensive support, case management and referral service which optimises student access and engagement in education programs.
- Participate in restorative practice sessions with students and Deans, in support of the school's positive behaviour policies.
- Develop and facilitate group activities (workshops, seminars, group counselling) for students to promote and enhance positive mental health and personal wellbeing.
- Assist the school in response to student protection issues, critical incidents and risk assessments, which may involve the development and appropriate distribution of individualised student safety plans.
- Collect and contribute to statistics which assist in the investigation, analysis and reporting on student referral reasons, referral pathways and engagement in psychological services.
- Balance the ethical issues of privacy and confidentiality for each student with the appropriateness of sharing information with others and maintain a comprehensive and professional record keeping system that complies with professional ethics, school policy and legal requirements of parental access to official records.
- Participate in relevant professional development and comply with mandatory requirements to maintain professional registration.
- Prepare and implement professional and personal skill development programs relating to positive mental health education for administrators, teachers and parents.
- Participate in and support the school in Student Protection training; and contribute to the regular review and audit of Student Protection requirements and policy.

Wellbeing Health Programs:

- Collaborate with the Director of Wellbeing to assess the emerging trends and needs of students around programs supporting their mental health and personal wellbeing.
- Contribute to the regular evaluation of Wellbeing Health offerings and respond to wellbeing assessment trends specific to age groups and cohorts.
- Contribute to the facilitation and development of Wellbeing Health curriculum, presentations and programs offered to students, staff and parents.

Learning Support:

- Conduct appropriate psychoeducational assessments in the investigation of student learning difficulties, disability or psychological concerns in order to make recommendations for educational adjustments and interventions.
- Work collaboratively with Learning Support staff to contribute to applications for Special Consideration for internal assessment including attending and contributing to Additional Learning Needs meetings, as required.
- Assist in the external referral and case management of students with complex learning or social/emotional difficulties in the submission of AARA or EAS special consideration applications.
- Support Admissions by reading and commenting on enrolment requests and reports for students with complex learning needs.
- Contribute to NCCD census data collection.

GENERAL DUTIES AND RESPONSIBILITIES

Student protection and child safety responsibilities

- Ensuring a comprehensive understanding of all relevant policies, procedures, guidelines and reporting protocols at The Southport School.
- Creating and maintaining a safe and secure environment where students feel physically and emotionally protected.
- Recognising signs of abuse, neglect, harm, and inappropriate behaviours and conduct of students, staff, volunteers, visitors and other persons engaging with the students.
- Immediately report suspicions of harm or disclosures to a Student Protection Officer, or the Director of Student Protection, or the Headmaster concerns and disclosures as a mandatory reporter.
- Educate students about their own personal safety, empowering them to understand and assert their boundaries and seek help if they feel unsafe.

Ensure all school policies and procedures are complied with by:

- Complying with legal obligations of an education establishment including complying with established industrial relations practices and requirements.
- Compliance with the Student Protection Policy and Procedures including ensuring that the well-being of all students is closely monitored, and any concerns are reported to the appropriate support and leadership staff.
- Understanding that at no time does any worker have the authority to reprimand any student or any co-worker, but to take responsibility to report any issue to the Dean of Students or any member of the School's senior management panel.

Ensure a safe and healthy work environment is provided for students, employees and visitors by:

- Complying with the Workplace Health and Safety Legislation and Regulations.
- Complying with The Southport School Workplace Health and Safety Policy
- Implementing documented basic safety and security practices.
- Preventing hygiene risks and problems through implementation and adherence to policy and procedures.

Display positive interpersonal skills needed for the delivery of quality service, with a particular emphasis on communication and teamwork by:

- Communicating effectively one on one in the workplace.

- Communicating and participating effectively as a member of a team in the workplace.
- Providing confidential employee and client relations for counselling and any grievance procedure that may take place.
- Presenting a positive, professional and dynamic image of the School to employees, clients and visitors at all times.
- Initiating and driving the business forward by directly representing the School's ethos and motto.
- Demonstrating the very highest level of personal insight, initiative and maturity in all that is done and to display a sense of flexibility and willingness to work as an integral member of the team.