



POSITION DESCRIPTION

Position: College Psychologist

Classification: Psychologist

Reports to: Director of Pastoral Care

Tenure: Part-time Ongoing

The College Psychologist will be part of a team who provide psychological support to students to ensure they are able to maximise their opportunities while at school.

The College Psychologists follows the Australian Psychological Society's Code of Ethics. This includes the assurance of confidentiality for all referrals to the College Psychologist except in circumstances where failure to inform may result in clear risk to the student or others. The Psychologist will provide relevant information to appropriate College personnel to ensure the welfare of a student(s) experiencing difficulty.

KEY RELATIONSHIPS: The College Psychologist is required to work collaboratively with the Director of Principal Pastoral Care, Deans of Students, Head of Boarding, Head of Enrichment Centre and teachers.

The outline of this role is as follows:

1. MAIN RESPONSIBILITIES

- Model and maintain the Catholic and Mercy ethos
- Counsel individuals and/or groups on matters which affect the educational standing and wellbeing of students. This may include learning, social, emotional and mental health issues. Where intervention beyond the expertise, scope or resources of the Psychologist is required, the student will be referred to an appropriate outside agency with prior agreement of the student and/or parent(s).
- Be available to staff and parents requiring assistance in supporting the educational and emotional needs of their students/daughters.
- Provide skill development and enhancement activities for students (individually and group), parents and/or staff. Examples include study skills, stress management, bullying, eating disorders and self-harming and staff professional development.
- Assist with behavioural issues or concerns of students.
- Liaise with/refer to outside health agencies/providers as required for the welfare of students.
- Assist in relevant policy formulation and revisions.
- Lead meetings with students and parents as required (eg risk planning, return to school meetings).
- Assist the Deans of Year in the organisation and implementation of programs focusing on the developmental needs of students.
- Work cooperatively with the Deans of Year to assist with individual student's social and emotional needs.
- Support the College's Academic and Pastoral Care Programs through individual management of student cases.
- Work in collaboration with the Head of Boarding to assist students in the transition to boarding school life and throughout their time at boarding.

- Work cooperatively with the Head of Enrichment Centre to assist with student individual learning plans for curriculum support needs.
- Be familiar with the Child Safe Framework and its underpinning concepts
- Take a shared responsibility to ensure ongoing support for a child-safe culture with the Catholic Education system
- Maintain student referrals database and case notes/records.
- Organise student appointments.
- Membership of the Crisis Response Team
- Monitor trends and maintain statistics regarding student issues.
- Maintain a visible profile in the College.
- Provide professional development for staff.
- Maintain full registration with the Psychology Board of Western Australia and satisfy continuing professional development requirements by:
 - Staying informed of advances in research and practice in the areas of school and educational psychology.
 - Develop and extend professional skills and knowledge by attending related professional association meetings, conferences and in-service courses.
 - Other duties at the discretion of the College Principal.

2. SELECTION CRITERIA

Essential

- Knowledge of and commitment to the ethos and values of Catholic and Mercy education
- Knowledge of effective strategies, therapies and programmes for an all-girls environment
- Ability to effectively counsel individuals and/or groups on matters which affect the well-being of students. This may include learning, social, emotional and mental health issues and familiarity with risk management
- Connections with and knowledge of external services for referral
- Exemplary interpersonal and communication skills and the ability to foster positive relationships with students, staff and parents
- Highly developed ICT skills
- A commitment to ongoing professional learning

3. TERMS OF EMPLOYMENT

- Registration with the Psychologist Board of Western Australia
- Working with Children Check (WWC) required
- National Criminal History Check (as issued by the Department of Education WA)