



*De La Salle College is actively committed to fostering a community of safeguarding that recognises and upholds the dignity and rights of all children.*

*De La Salle College is an equal opportunity employer.*

*“The young should be able to see in your wisdom how they should behave.”*

*St John Baptist de La Salle - (Med 132.1—on the life of Saint Norbert)*

## **ROLE PURPOSE**

To provide a child and adolescent psychological service in the school and to work with other staff to support students and families. To facilitate access, participation and to maximise educational outcomes for students, and to utilise psychological expertise in education and learning to support and build the capacity of the school community toward the same goals.

## **KEY AREAS OF RESPONSIBILITY**

### **1. Provide counselling for a range of mental health, emotional and family issues, including demonstrating the competencies below:**

- Provide counselling to students for a range of presenting concerns through self-referral, teacher referral and parent referral. Other school staff such as the Assistant Principal – Students, Director of Students/Head of Campus, Year Level/House Coordinators and Class/House Mentors may also make referrals;
- Communication with key stakeholders in the Wellbeing Team regarding specific student issues that impact the student’s functioning beyond the clinical setting;
- Experience and competence using evidence based practices in counselling students (e.g. CBT, ACT) and where appropriate the provision of recommendation/s or referrals to external practitioners for ongoing care;
- Competence in delivering evidence based group programs for social, emotional or psychological presentations, as well as implementing proactive whole class positive education interventions where required;
- Consultation in system level programs for students (e.g. transition programs, mentoring, study skills, etc.);
- Developing links with external professionals and agencies and liaising with them;
- Working with parents to assist their child to make positive changes where appropriate.

### **2. Plan evidence based interventions in collaboration with other staff, relevant professionals and parents. This may involve:**

- Communication and planning evidence based strategies with school staff;
- A good knowledge and understanding of diversity of the student population and school community (e.g. ADHD, ASD, Giftedness, Specific Learning Disorders) and principles and practices for inclusion;
- Advocating for students with special needs and other presenting concerns;
- Writing reports and professional letters in a timely fashion;

### **3. Participate as a member of the School Staff:**

- Attend staff briefings, Wellbeing Meetings and Staff Meetings when relevant;
- Participate in the school community as required, within the limits of ethical boundaries.

### **4. Collect, collate and maintain student information and records to meet legislative and school requirements, such as:**

- Keeping and maintenance of individual records, files and notes;
- Collection, collation and maintenance of practice related data, e.g. caseload demographics, outcome measures;
- Consulting with the Assistant Principal – Students (in the first instance) or the Principal when dealing with matters that relate to Child Safety;

- Consulting with the Assistant Principal – Students (in the first instance) or the Principal when dealing with matters that are especially difficult or that have the potential to move beyond the confines of clinical work.

**5. Critical incidents and emergency management. This can require:**

- Knowledge of current evidence on management of traumatic incidents;
- Assisting with school wide management of, and response to, critical incidents and emergencies.

**6. Maintain professional competence and continued professional learning**

- Familiarity with PsyBA mandated APS Code of Ethics and Guidelines;
- Continuing professional development;
- Attending peer consultation and supervision;
- Attend to all professional development requirements necessary to maintain registration with Psychology Board of Australia (AHPRA).

**PROFESSIONAL PRACTICE**

The School Psychologist will be required to:

- Attend training and professional learning programs to maintain skillset for this role;
- Be familiar with the College's First Aid and Emergency procedures;
- Attend whole College events such as Faith Formation days, sports events and College assemblies;

The School Psychologist will be expected to carry out other duties from time to time that are broadly consistent with this position description or as directed by the Principal.

**CHILD SAFETY**

The College has a zero tolerance of all forms of child abuse and actively works to listen to and empower students. The College has policies and processes in place to protect students from abuse and takes all allegations and concerns seriously, and responds in line with the organisation's policies and procedures.

Staff must adhere to the following:

- A thorough understanding of the College's Child Protection - Child Safety and Wellbeing Policies and the Child Safety Code of Conduct, and any other policies or procedures relating to child safety and wellbeing;
- Assist in the provision of a child-safe environment for students;
- Demonstrate duty of care to students in relation to their physical and mental wellbeing.

Breaches will be managed as per the CEMEA 2022 Clause 13 – Managing Employment Concerns.

**OCCUPATIONAL HEALTH AND SAFETY**

There is responsibility, incumbent on all staff, to ensure that the regulations associated with Occupational Health and Safety are adhered to.

Staff are advised that they are to:

- Take reasonable care of their own safety and health and safety of others affected by their acts or omissions;
- Report hazards, accidents or incidents (near misses) in accordance with agreed college procedures;
- Follow established safe working procedures, instructions and rules;
- Cooperate with the employer with respect to any action taken by the employer to comply with any requirement imposed by or under the act;
- Not wilfully or recklessly interfere or misuse anything provided in the interests of health and safety or the welfare of others;
- Not wilfully place at risk the health and safety of any other person in the workforce.

The complete Occupation Health and Safety College Policy may be viewed through accessing the College Policies on the Learning Management Platform (OLLIE).

## CRITERIA

The successful applicant will be able to demonstrate:

Essential:

- Demonstrated capacity to work with adolescent males enthusiastically and creatively;
- An understanding of the particular experiences and needs of adolescent males;
- Appropriate University qualifications;
- A member (or eligible for membership) of a PACFA affiliated body or the APS;
- Demonstrated ability to work as part of a multi-disciplinary team;
- Experience in conducting therapeutic groups;
- Sound knowledge of legal and ethical considerations in an educational setting;
- Demonstrated ability to communicate effectively with students, parents and staff;
- Excellent record-keeping skills.

In general, School Psychologists at De La Salle College must be able to demonstrate:

- A commitment to Catholic and Lasallian education;
- A vision for the areas in which they predominantly work;
- Proven success as a counsellor or psychologist with five years' experience in working with adolescents, preferably in a secondary school setting;
- A sound grasp of current educational thought and practice;
- An ability to work productively with fellow teachers and support staff in a collaborative decision making structure;
- Demonstrated competence in the use of ICT in an educational setting;
- Excellent communication, administrative and organisational skills.

## ACCOUNTABILITY

<b>Reports to:</b>	Assistant Principal – Students
<b>Internal liaisons:</b>	Staff (including the Health Centre), Parents and Students
<b>External liaisons:</b>	Professional Supervisors, Outside Agencies, Contractors and Suppliers

## CONDITIONS

Conditions are as per the Catholic Education Multi Employer Agreement 2022.  
This is an Education Support, Category B position, Level 4, 1.0 FTE.

<b>Employment Status:</b>	4 week leave replacement
<b>Time Fraction:</b>	1.0 FTE
<b>Hours of Work:</b>	8:00am to 4:00pm, Monday to Friday
<b>Leave:</b>	12 weeks annual leave (to be taken during school holidays)

This Position Description may be subject to change during the term of the appointment as part of a normal process of ongoing evaluation of the College's operations.