

ROCHDALE BOROUGH COUNCIL

Service: EARLY HELP & SCHOOLS

Section: CHILD AND EDUCATIONAL PSYCHOLOGY SERVICE

Location: NUMBER ONE RIVERSIDE, SMITH STREET,
ROCHDALE OL16 1XU

JOB DESCRIPTION

Job Title: Child and Educational Psychologist

Grade: Soulbury Scale A Points 3-7

Accountable to: Principal Educational Psychologist

Accountable for: N/A

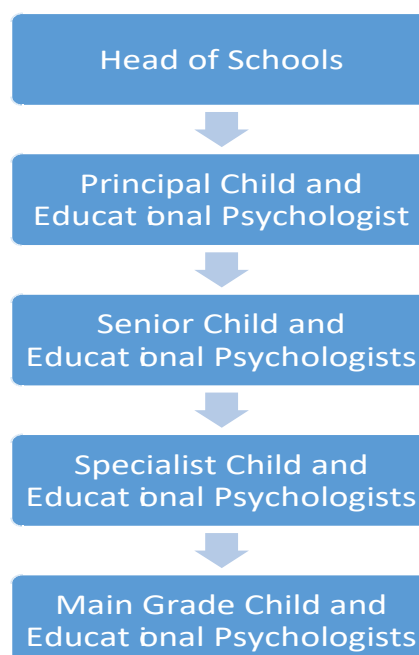
Hours of Duty: 37 hours per week in accordance with the Service's Work Life Balance Scheme

Any Special Conditions of Service: Willingness and ability to travel around the borough as part of the role.

Appointment to this post is subject to satisfactory enhanced DBS check

The Authority operates a smoke free policy for all its employees and applies to any building and associated grounds within the immediate vicinity of the building which is wholly owned, leased or operated and occupied by RBC

Organisational Structure:



This service is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

PURPOSE AND OBJECTIVES OF THE JOB

To contribute to the promotional, preventative, assessment, advisory and training functions of the Child and Educational Psychology Service.

As a member of the Rochdale Child and Educational Psychology Service to provide an efficient, accountable, responsive and courteous service in respect of:

- (i) An Educational Psychology service for children and young people aged 0-25 years
- (ii) Participation as an Educational Psychologist in the key functions of the council, particularly with regard to meeting special educational needs, supporting school improvement and promoting inclusion
- (iii) A consultation-based service grounded in social-constructionist principles
- (iv) Development and delivery of in-service training, intervention programmes and project work activities as negotiated by the Service

Control of Resources

Personnel

None.

Financial

None.

Equipment/Materials

Responsible for care and safe-keeping of equipment/resources in use and for safe-keeping and confidentiality of records.

Health/Safety/Welfare

To comply with Local Authority policy and procedures in respect of health and safety.

Equality and Diversity

To work in accordance with the authority's policy relating to the promotion of equality and diversity.

Training and Development

The postholder will be responsible for assisting in the identification and undertaking of his/her own training and development requirements in accordance with the Service's Employee Development Scheme.

Relationships (Internal and External)

Internal Staff of all educational establishments and organisations within the borough and those of other branches/sections of the Education Department. Staff of other Council Departments, including those of the Care Services Department, Rochdale Healthcare Trust, voluntary agencies and groups within the borough.

External Staff of other Local Authorities, schools external to the borough, government departments, training organisations and public service agencies, Members of the Council, clients and families of clients.

Responsibilities

The Postholder must:

1. Perform his/her duties in accordance with Rochdale Borough Council's Equality and Diversity Policy.
2. Ensure that Rochdale Borough Council's commitment to public service orientation and care of our customer is provided.

Values and Behaviours

Embedding the following Rochdale values into all the work we do:

- **Pioneering and Open** in our approach
- **Proud** of the difference we make
- **Passionate** about the diversity of the borough

Principal Duties

To carry out the full range of duties of main grade Educational Psychologists within the Service which are:

1. To provide an educational psychology service to schools, mainstream and special and other establishments, to include:
 - (a) Assessing the psychological and educational needs of children and young people aged 0-25 years and providing advice, support and other interventions in collaboration with teachers, parents and other agencies;
 - (b) Providing support for school staff and parents/carers through a consultation model of service delivery.
2. To work in close partnership with a range of professional groups including Health and Social Care to support schools to meet the needs of children and young people with SEND.
3. To participate in any training and development activities in order to maintain own professional development or to enhance competence within the expectations of the role.
4. To assist the LA in meeting its statutory duties towards children and young people with SEND and to provide professional advice for the Educational, Health and care Plan assessments.
5. To advise the LA on appropriate arrangements and provision to meet the needs of children and young people with SEND.
6. To comply with the Service monitoring and evaluation procedures to achieve individual and service level agreement targets.
7. To comply with Service and Local Authority performance management arrangements.

Secondary Duties

Regular

1. To develop and foster effective working links at appropriate levels with members of other teams/services within Children's Services and with other external agencies and services involved in the education welfare and development of children.
2. To contribute to in-service training for schools and other Local Authority staff and as appropriate, the initiation, organisation, operation and evaluation of specific projects.
3. To participate when required in action-orientated research, Service development and programmes of further professional development to meet Local Authority as well as personal needs.

NB Educational Psychologists are guided by codes of professional conduct and ethics laid down by the HPCP, British Psychological Society and Association of Educational Psychologists.

Occasional

1. To undertake such other duties as may be determined from time to time within the general scope of the post.

Job Description prepared by: Dr Heidi McDermott
Principal Educational Psychologist

Date: 05.06.26

**Rochdale Borough Council
Person Specification**

Service :	Early Help & Schools	Post:	Child and Educational Psychologist
Section :	Child and Educational Psychology	Post no:	
Job ref:		Grade:	Soulbury Scale A Points 3-7

Note to Applicants:

The *Essential Criteria* are the qualifications, experience, skills or knowledge you **MUST SHOW** YOU HAVE to be considered for the job.

The *How Identified* column shows how the Council will obtain the necessary information about you. If the *How Identified* column says the **Application Form** next to an *Essential Criterion* you **MUST** include in your application enough information to show **how** you meet this criterion. You should include examples from your paid or voluntary work.

The Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects staff to share this commitment.

Criteria		How Identified: AF Application Form I Interview A Assessment
Filter Questions		
(a) Qualifications and Experience		
1	Do you have an Honours Degree in Psychology (or British Psychological Society recognised equivalent)?	AF and check at interview
2	Do you have a Post-Graduate Qualification in Educational Psychology (recognised by the BPS as required to be a professional Child and Educational Psychologist)?	AF and check at interview
(c) Skills and Knowledge		
3	Are you willing to travel to undertake your duties for which appropriate expenses will be paid?	AF and I
4	Please demonstrate your understanding of social constructionist psychology and the importance of context on outcomes for young people.	AF and I
5	Please describe your skills as a Child and Educational Psychologist, and your ability to apply a range of up-to-date psychological models within a consultation framework.	AF and I
6	You should demonstrate the ability to contribute to school improvement at a systemic level, including the delivery of training.	AF and I
7	Describe how you can contribute to the development of the CEPS and the traded service model.	AF and I
8	You should be able to evidence having undertaken appropriate ongoing CPD relevant to your interests and those of the service in which you work.	AF and I
9	Please describe your interpersonal skills and ability to relate well to children, young people and their families, colleagues and other professionals.	AF and I
10	Describe your knowledge of national initiatives and legislation.	AF and I
11	Please demonstrate your good communication skills, both orally and written.	AF and I
12	Describe how you manage workloads and time constraints	AF and I

	effectively.	
(d)	Values and Behaviours	
13	Our Rochdale values are to be: • Pioneering and Open in our approach • Proud of the difference we make • Passionate about the diversity of the borough Please give examples of how your practice adheres to these values and behaviours.	AF/I
(d)	Armed Forces	
14	If applying as part of the Armed Forces Scheme please confirm your last long term employer was the Armed Forces.	AF/I
15	If applying as part of the Armed Forces Scheme please confirm you have been looking for a job for 6-24 months since you left the Armed Forces.	AF/I