



# Trainee Educational Psychologist

(Temporary post 12 or 24 months)

Service	Reporting to	Location	Grade
Educational Psychology	Claire Jackson	Unity House, Swinton, Salford	Soulbury TEP Scale 2-5

## About the role

As a salaried Trainee Educational Psychologist (TEP) undertaking a doctoral programme of studies in either your 2<sup>nd</sup> or 3<sup>rd</sup> year of professional educational psychology training, you will work as a member of Salford Educational Psychology Service to provide a high quality service to educational settings and other service users to meet the needs of children and young people.

- To provide a high-quality educational psychology service to designated schools, educational settings and partner agencies
- Work with settings on systems for identifying, assessing and making provision for pupils with additional needs and monitoring effectiveness of interventions for children and young people 0-25 and their families, including contributing to the provision of Consultation and Psychological Advice to Education Health and Care Needs assessments of children and young people
- To comply with requirements and expectations in relation to policies, procedures and practices of the Council and HCPC
- Engage in regular supervision with a designated qualified Educational Psychologist in accordance with Salford's EPS supervision policy and university guidance on supervision requirements (one half hour per day whilst on placement)
- To attend University on the days specified and fulfil the academic requirements of the course
- Elicit the views of children and encourage them to participate in bringing about change
- Contribute to the planning, delivery and evaluation of training to schools, settings, parents, carers and other staff in order to support their capacity to meet the needs of children and young people; To support schools and early years settings in meeting national and local targets in raising pupil attainment, promoting emotional health and wellbeing and reducing exclusions.
- Participate in Educational Psychology Service and Children's Services projects relating to the specified aims and objectives of the service.
- To be responsible for the resources necessary for your work and development (e.g. office equipment, assessment and intervention materials, local induction, and facilities).

- To be responsible for maintaining confidential records on children and young people, families, and work settings, and for confidential information disclosed by other agencies in line with Council and GDPR policies.
- To contribute to multi-agency partnerships to ensure effective working for children, young people and their families.
- To support schools and early years settings in meeting the requirements of SEND legislation and the related Council policies and procedures. To contribute to the effectiveness of the Council in implementing local and national strategies, policies and practices
- To use research and evidence-based practice in order to promote change within individuals and groups through the application of psychological knowledge of child and adolescent development and specialist knowledge of special educational needs; To keep up to date with the latest research and evidence-based interventions in order that Salford and partnership services across Bury and Tameside remain innovative and forward thinking in its approach to delivering positive outcomes for children and young people

## Key outcomes

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- To ensure evidence-based practice and Psychological theory are influencing decision makers and organisations within the network
- To build capacity to meet a range of needs across schools, services and settings
- To generate positive change for children, families and settings at individual group and systems levels
- To upskill and empower consultees to deliver education and intervention to the highest standards
- To ensure the voice of the child/ young person is driving service and standards

## What we need from you

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- At least 2:1 honours degree in Psychology (or recognised equivalent) conferring graduate basis for registration with the BPS
- Successful completion of Year 1 or 2 of a recognised professional Doctorate in Child and Educational Psychology
- Enhanced DBS ( holds or eligible for)
- To model and demonstrate our values and behaviours
- A valid driving licence and the ability to travel both within and outside Salford in order to complete duties as specified by the Executive or Deputy Principal Educational Psychologist
- Experience of working with Children and Young People as a Trainee Educational Psychologist
- Ability to carry out consultation, psychological advice for statutory assessment, training and the use of research skills
- Ability to apply psychology to make a difference at an individual, group and systemic level
- Knowledge of current educational policy and legislation
- Knowledge of Safeguarding and child protection frameworks
- Ability to gather information appropriately to ensure the safety and wellbeing of children and young people as required
- An understanding of inclusive approaches to raise the attendance, attainment and achievement of children and young people
- An awareness of and commitment to equality of opportunity
- A commitment to and evidence of continuous professional development
- Well organised and self-motivated with the ability to plan, prioritise and manage workload from a variety of sources while maintaining a high standard of quality and working under time constraints
- Ability to analyse and evaluate complex information, collaboratively plan ways forward and report information clearly
- Excellent written and verbal communication skills

- Good interpersonal skills enabling you to work effectively with a range of children and young people their families and other professionals
- Ability to work collaboratively with team members and professionals from multiagency teams
- Successful experience of completing research activities and projects
- Confident user of IT as a work tool, including Excel, Word, MS Teams and electronic data management systems
- Ability to travel across the LA and longer distances to relevant events
- Ability to comply with both Council and University policies and procedures
- You will have excellent communication skills and under the supervision of a qualified Educational Psychologist, be able to apply psychology to engage in diverse forms of service delivery to promote inclusion, improve outcomes and maximise achievement for all children and young people.
- Successful experience of collaborative and partnership working within a multiagency context
- Possible additional qualifications in relation to a specialist field e.g. counselling
- Potential experience of training adults in areas related to SEN
- Potential experience of working a traded model of service delivery

## What we can offer you

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Your ongoing professional development and success in your role is important to us, and that is why we provide a variety of learning and development opportunities. Within the sections below you will find development options tailored to you which will enable you to further develop your existing skills and learn new ones at a pace that suits you best. If you are joining us now, your development will form part of ongoing discussions with your manager. If you are an existing employee, you should use your Personal Development Reviews to discuss your development with your manager and create your development journey. It's important you also take full advantage of any informal learning available to you during the course of your work.

### Online learning

Develop your knowledge across a wide range of areas through our Me-Learning platform, with over 200 free courses to choose from. To have the best possible start and comply with current legislation, you must complete the following modules: Welcome to Salford, Health and Safety in the Office, GDPR, Equality Essentials, and Safeguarding Children and Adults. You may also benefit from a variety of courses in categories such as Business Skills, IT and Project Management which are available to learn at your own convenience and pace.

### Professional Development

Gain role specific skills and time to learn through a wide range of development opportunities. Learn whilst working and get support towards your qualification through an apprenticeship standard. Access professional development ranging from entry level to master's type qualifications, including achieving a role appropriate qualification. Details can be found on [the Institute of apprenticeships](#) website.

### Tailored Development

This employed opportunity aligns to the University requirements for doctoral students on accredited programmes. Trainees are treated as team members and will have full access to a qualified supervisor, group supervision opportunities, CDP events and team meetings. The Salford schools and services are experienced in working with Educational Psychologists in a range of ways and we will expect trainees to have opportunity to use all of the skills they are learning about at university. Local Authorities have responsibility for the most complex and vulnerable children and trainees that train with us will be prepared for their future career.

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## A digital organisation

### Developing your digital skills

Our ambition is to provide our workforce with the right level of digital capabilities needed to be successful. Whatever your current digital abilities are, we can provide development ranging from essential workplace skills to specialist workplace skills. These will be delivered through our Digital Skills Academy using both self-directed and guided learning opportunities to enable you to develop. Additionally, you can access free online courses through the [iDea website](#).

### Sharing your digital skills

Our goal is to support you to share your digital knowledge with other people. Our Digital Eagles programme has been designed to cover basic digital skills and build your confidence to assist others. By the end of this programme you will join hundreds of staff members who already are digital eagles, and be able to help colleagues, customers, residents, or people in your personal life with all things digital.

## Our organisation's values

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**We have four values: Pride, Passion, People, Personal responsibility.**

[Our four values](#) are central to the way we communicate about the council and the way in which we behave with colleagues, customers, and partners - so that we live and breathe our values each day.

## Our values



**Pride**

**Passion**

**People**

**Personal responsibility**

## Application guidance

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We are a values-based organisation so reflecting our values or a values-based approach in your evidence will support your application.

The different sections of this role profile are there to give you an understanding of the purpose of the role. The 'what we need from you' section outlines the minimum criteria you will need to meet within your application.

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## Role details

Completed by: Claire Jackson

Date: 14/1/2025

Job code:

Job score:

Date of evaluation:

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