



St Francis

CATHOLIC COLLEGE



Position Description

Title: PSYCHOLOGIST
Responsible to: Principal
Report to: Senior Psychologist – Team Leader

REMUNERATION & TIME ALLOWANCE

Tenure: Ongoing
Category: B

All staff are expected to commit to the vision and values of St Francis Catholic College (the College) and carry out the role in a manner that reflects the vision and values articulated in the College Mission Statement in accordance with the School Implementation Framework (SIF) and the College Annual Action Plan (AAP).

STATEMENT OF DUTIES	
Commitment to Catholic Education	<ul style="list-style-type: none">• Demonstrate an understanding of the ethos of a Catholic school, in particular, the Franciscan and House Charisms.• Demonstrate an understanding of Church teachings and the staff members' role in the mission of the Church.• Demonstrate a capacity to integrate Church teachings into all aspects of curriculum.• Demonstrate ability to help students understand and appreciate Catholic teachings through personal example.• Compliance with the Accreditation Policy of the Victorian Catholic Education Authority (VCEA).• Demonstrate a commitment to Franciscan education informed by the Franciscan Schools Australia Framework.
Commitment to Child Safety and Wellbeing	<ul style="list-style-type: none">• Be familiar with and comply with the College Child-Safety Policy and Code of Conduct, and any other policies or procedures relating to child safety.• Assist in the provision of a child safe environment for students.• Actively promote development and maintenance of a rigorous and vigilant culture of child safety at the College.• Demonstrate ability to provide a duty of care to students in relation to their physical and mental wellbeing.• Maintain currency with legal obligations in relation to child safety - mandatory reporting and reportable conduct.

STATEMENT OF DUTIES

Duties and Responsibilities

- Provide evidence-based psychological intervention to individuals and small groups.
- Develop an excellent rapport with students with a range of needs and disabilities.
- Administer and/or interpret cognitive, academic, social, emotional, and behavioural assessments of students.
- Report on the results of assessments and interventions, prepare professional correspondence to external services.
- Maintain accurate, current, and complete records of counselling services as soon as practicable after a service is provided.
- Utilise psychological expertise and work in consultation with staff and student support services to maximise educational and wellbeing outcomes for students.
- Work collaboratively with Senior Psychologist, Leadership, House Leaders, external services, and parents/carers.
- Respond as part of a team to assist in critical incidents at the College.
- Conduct risk assessments; develop and assess safety and support plans.
- Refer students and/or their families and carers to external services as needed.
- Develop and deliver data-informed wellbeing interventions and programs to students.
- Provide professional learning to build the capacity of College staff and families and assist in school-wide approaches including curriculum development and student learning and wellbeing programs.
- Maintain professional competence and professional learning.
 - Familiarity with PsyBA mandated APS Code of Ethics and Guidelines and College policies and procedures
 - Commitment to ongoing professional development
 - Participate in regular peer consultation and supervision
- Participate in scheduled performance appraisals; further training and skills development identified for ongoing performance in the role.
- Continue the development of ICT skills as technologies evolve.
- Work effectively as part of a team, sharing observations and expertise, cooperatively implementing programs, and providing mutual support.
- Contribute to a healthy and safe work environment for yourself and others and comply with all safe work policies and procedures.
- Maintain currency of first aid, mandatory reporting, and anaphylaxis training.

STATEMENT OF DUTIES	
	<ul style="list-style-type: none"> • Demonstrate duty of care to students concerning their physical and mental wellbeing. • Attend regular administrative meetings (College staff and colleagues) as appropriate to role. • Other duties as directed by the Principal.
SELECTION CRITERIA	
Commitment to Catholic Education	<ul style="list-style-type: none"> • Demonstrated capacity to model the ethos of a Catholic school and its mission, in particular, the Franciscan Charism. • Demonstrated understanding of Church teachings and the staff members role in the mission of the Church. • Demonstrated capacity to integrate Church teachings into all aspects of curriculum. • Demonstrated ability to help students understand and appreciate Catholic teachings through personal example. • Compliance with the Accreditation Policy of the Victorian Catholic Education Authority (VCEA). • Demonstrated commitment to Franciscan education informed by the Franciscan Schools Australia Framework.
Commitment to Child Safety and Wellbeing	<ul style="list-style-type: none"> • Demonstrated understanding of child safety. • Experience working with children, demonstrating understanding of appropriate behaviours when engaging with children. • Ability to actively promote development and maintenance of a rigorous and vigilant culture of child safety at the College. • Familiarity with legal obligations relating to child safety including mandatory reporting and reportable conduct. • Demonstrated capacity to promote a duty of care for students in relation to their physical and mental wellbeing.
Skills and Experience	<ul style="list-style-type: none"> • Demonstrated experience working with young people and parents/cares in a school setting. • Demonstrated knowledge and application of cognitive, academic, social, emotional, and behavioural assessment instruments and evidence-based interventions. • Previous experience in supporting and advising in student protection issues, critical incidents and managing risks. • Demonstrated awareness of ethical and legal issues regarding a psychologist's role, including confidentiality; informed consent; mandatory reporting; referral pathways and record keeping. • Demonstrated ability to lead a team. • Demonstrated ability to work as part of a team. • Demonstrated interpersonal and cultural competency skills to build rapport and safety with students and families.

STATEMENT OF DUTIES

- Demonstrated excellence in oral and written communication skills, with the ability to collaborate effectively with students, parents/carers, and the College community.
- Demonstrated understanding of appropriate behaviours when engaging with children.
- Demonstrated organisational and administrative skills.
- Demonstrated ability and willingness to accept policy directives.

Essential:

- Registered or hold provisional registration with the Australian Health Practitioner Regulation Agency (AHPRA).
- Current Victorian Working with Children.
- Current Police Check.

Desirable

- Demonstrated experience in the use of ICT.
- Current valid driver's license, and willingness to travel between campuses.
- Current First Aid qualification.