

WHERE  
CAREERS  
THRIVE

When potential  
is unlocked,  
talent *thrives*



West  
Northamptonshire  
Council

## Assistant Educational Psychologist

Children & Young People's Service, People Directorate

Thank you for your interest in this role. Our vision at West Northamptonshire Council (WNC) is: 'to make West Northants a great place to live, work, visit and thrive'.

We truly stand by this and work hard every day to make this a reality, and at WNC it's about our people. People who thrive with ambition, bring new ideas, demand better ways of working, care about every detail, and who never shy away from a challenge.

Our culture is a gateway for new experiences. A place to forge new opportunities. To empower you in your career and unite you with like-minded people. When potential is unlocked, talent thrives.



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## **Purpose and impact:**

- To support the EPS to deliver a psychological based service through a consultation model, observation and assessment, intervention, training, research, and development work
- To work directly with individuals and groups of children, parents and carers, schools and other educational providers including early years settings, the local authority and partner agencies
- To gain experience, skills, knowledge and understanding of the role and professional practice of educational psychologists, in preparation for form post-graduate training in educational psychology

## **Accountable to:**

The assistant educational psychologist will be accountable to a senior educational psychologist for maintaining a high professional standard in the delivery of all aspects of their work. Within this accountability the assistant educational psychologist will make their own professional decisions based on evidence, knowledge of relevant research and with reference to guidance set by local authority policies.

## **Responsibilities:**

1. To assist the EPS in the delivery of core and traded services. This will include early intervention work in schools, early years, and other settings, to support others to overcome barriers to learning and to promote the social and emotional wellbeing of children and young people (0-25 years of age)
2. To undertake a range of consultations, observations, evidence-informed assessment, and intervention activities, in relation to special educational needs/disabilities (SEND)
3. To carry out EPS support tasks as identified by supervising EPs, including assisting others to provide Psychological Advice for children undergoing an Education, Health and Care Needs Assessment
4. To deliver longer term interventions both to complement and to work alongside staff with children and their families, including group work as appropriate. This may include therapeutic interventions
5. To assist EPs in the delivery of training and professional development for school staff and other professional groups, and training for parents/carers of children and young people
6. To promote the active participation of children, young people and their families in activities and approaches focused on supporting life outcomes appropriate to individual aspirations
7. To be part of a team and engage and contribute to service meetings and training
8. To engage in regular supervision and reflect on practice
9. To keep up to date with current understanding, research, and practice in relation to educational psychology which will enable the post holder to develop a range of knowledge, experience, and skills in preparation for training as an educational psychologist
10. To develop an awareness and understanding of equal opportunities and culturally responsive practice and to ensure policies and procedures with regards to the safeguarding of children and young people across Northamptonshire are always followed

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

## Person specification:

The requirements for the role are outlined below and will be part of the selection process. Each of the criteria listed below will be measured by:

(**A**) Application Form, (**T**) Test, (**I**) Interview, (**P**) Presentation, (**D**) Documentation.

Minimum levels of knowledge, skills experience and qualifications required for this job.

Skills and abilities:	Essential / Desirable	Measured by
Ability and skills to engage positively with children and young people and to elicit their voice	E	A, I
Ability to work with parents/carers as partners, particularly families under stress	E	A, I
Ability to recognise own strengths and areas in need of further development, in order to seek supervision and support appropriately	E	A, I
Ability to work independently and to use own initiative when required. Ability to communicate clearly and concisely, orally and in writing	E	A, I
The ability to undertake research activities and apply the outcomes to guide good practice	D	A, I
Able to maintain resilience under pressure	D	A, I
Competent in presentation skills	D	A, I
<b>This is applicable to all roles in WNC that are required to use IT equipment:</b> Demonstrate effective use of Office 365 (incl. Teams, OneDrive, etc.) or willingness to undertake training during the probation period.	E	A, I

Knowledge:	Essential / Desirable	Measured by
Sound knowledge of applied psychology as relevant to working with children and young people	E	A, I
An in-depth knowledge of school systems and the legislative framework for SEND. Good knowledge of child development across the early years, infant/junior years, and adolescence	E	A, I
Good knowledge of child development across all age ranges	E	A, I
Successful organisation and delivery of further professional development to teachers and others responsible for children	D	A, I
Knowledge of cycles of deprivation and the impact of exclusion can have on life chances for children and young people	D	A, I
Knowledge of emotionally based school avoidance	D	A, I
Knowledge of child protection and safeguarding practices	D	A, I

<b>Relevant experience:</b>	Essential / Desirable	Measured by
Practical experience of working in education settings with children and young people (at least one year of paid or voluntary work), e.g., as a teacher, teaching assistant or equivalent role for local authority support services, such as social work, sport and/or youth services	E	A, I
Experience of planning, leading, and delivering targeted individual and group interventions for children and young people	E	A, I

<b>Education, training and work qualifications:</b>	Essential / Desirable	Measured by
1 <sup>st</sup> or 2:1 Bachelor's degree in psychology or an equivalent qualification recognised by the British Psychological Society (BPS) as conferring the Graduate Basis for Membership	E	A, D
Post Graduate Certificate in Education – any subject, any age range	D	A, D
Any other children's services qualification relevant to the delivery of children's services, e.g., early years, social work, or youth work	D	A, D

All appointments are subject to standard pre-employment screening. This will include identity, references, proof of right to work in the UK, medical clearance and verification of certificates.

#### **Additional pre-employment checks specific to this role include**

*Enhanced Disclosure and Barring Service check*

## **Day-to-day in the role:**

<b>Hours:</b>	37	<b>Primary work base:</b>	One Angel Square
<b>Job family band:</b>	WASSTEP	<b>Worker type:</b>	Flexible
<b>Salary range:</b>	£35,750 - £39,692	<b>Budget responsibility:</b>	None
<b>People management responsibility:</b>	Gavin Morgan		

#### **Working conditions & how we work:**

This role has been identified as a flexible worker type; this means that you will be able to carry out the majority of your work remotely. You will come into the office for meetings but have a strong reliance on IT/virtual tools

## **Our organisational values and behaviours**

Everything we want to achieve for West Northants depends on having the right people in place and doing the right things and we want all colleagues to THRIVE, both personally and professionally. Our values and our behaviours framework underpin how we work and what partners and customers can expect from us. We want to do our very best for our residents, service users and businesses and for our staff – we want everyone to THRIVE.

<b>T</b> Trust	We are honest, fair, transparent and accountable. We can be trusted to do what we say we will.
<b>H</b> High Performing	we get the basics right and what we do, we do well. We manage our business efficiently.
<b>R</b> Respect	we respect each other and our customers in a diverse, professional and supportive environment.
<b>I</b> Innovate	we encourage curiosity, we are creative and seize opportunities to grow individually as an organisation and as an area.
<b>V</b> Value	We continually strive for best practice and ways of improving existing procedures, practices and systems and thereby promoting efficiency and cost effectiveness
<b>E</b> Empower	we believe in people, will listen, learn and trust them to make decisions. We help people to realise their ambitions.

**“Valuing colleagues as individuals and encompassing our different perspectives to deliver our collective ambitions. One West inclusive culture.”**

Should you require this document in another format or language, please contact: [Careers@westnorthants.gov.uk](mailto:Careers@westnorthants.gov.uk)

# When potential is unlocked, talent *thrives*

Choose a career that offers you a true sense of achievement, fills you with pride and challenges you in a positive way, everyday.

## The benefits of a career at WNC include:

- **People** are at the centre of everything we do. Without our people, we wouldn't be able to deliver services to the people in our community.
  - **Ambition** runs through everything we do at West Northants Council, we nurture and develop our people's ambition and willingness to succeed, to continually improve the service we provide to the community.
  - **Care** is at the heart of West Northants Council, we care in so many ways; seen and unseen, helping our colleagues and community to thrive.
  - **Flexibility** is key, we know work-life balance is critical to wellbeing, so we work hard to make sure our benefits package promotes and improves wellbeing; from annual leave, sick pay, family leave and flexible working, financial security offered by a local government pension scheme and life assurance, and discount schemes which make a difference to your day-to-day life, through to employee helplines offering free legal, health, financial and wellbeing advice and support.
- We want you to have balance and be happy.

