

WHERE
CAREERS
THRIVE

When potential
is unlocked,
talent *thrives*



West
Northamptonshire
Council

Principal Educational Psychologist

Educational Psychologist 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 lead and manage the Educational Psychologist Service to deliver a comprehensive, high quality, cost effective and time service which includes statutory and traded services.

To ensure that educational psychology practice contributes effectively to improving outcomes for children and young people, particularly those with SEND.

To work in partnership with health and social care to improve outcomes for children and young people.

Accountable to:

This role is accountable to the Head of SEND, responsible for the direct line management of 3 Senior Educational Psychologists. The role sits within Children and Young People's Services, part of the People Directorate in West Northamptonshire Council.

Responsibilities:

1. To ensure the Council adheres to statutory timescales for providing Educational Psychology advice, and provide robust quality assurance to deliver consistent high-quality advices in line with statutory and legal requirements.
2. To monitor, analyse and review working practices across the educational psychology service to inform strategic planning and to disseminate effective practice where require.
3. To ensure that services are delivered which are customer focused, efficient and represent excellent value for money.
4. To seek continuous improvement and innovation in services so as to better meet the needs of residents within the resources available.
5. To quality assure the contribution of educational psychologists to improving educational outcomes for children and young people with additional educational needs and provide strategies for ensuring improvements if required.
6. To plan and monitor the effective management of the Educational Psychology Service budget and resources and to ensure that plans for expenditure reductions are delivered and traded services are extended.
7. To contribute to strategic planning and the development of policies and provision for children and young people. To provide leadership across the local partnership to embed Educational Psychology interventions to improve outcomes for children and young people.
8. Build on partnerships with health, police, social care colleagues as well as school and setting leaders to impact positively on the outcomes for vulnerable children.
9. To attend Panel meetings and chair them as appropriate.
10. To lead and manage the Educational Psychology traded service to schools and ensure income targets are achieved.
11. Work within the codes of conduct of the Association of Educational Psychologists (AEP), the Health and Care Professions Council (HCPC) and the Division of Educational and Child Psychology of the British Psychological Society (BPS).

12. Understanding, knowledge and ability to follow guidelines that ensures compliance to Health and Safety at Work, Data Protection and other statutory requirements.
13. Health and Safety aspects/issues, first aid/manual handling etc in relation to working environment, i.e., Hazardous materials and relevant processes/legislations etc.
14. To respond to and deal with any complaints or compliments within the guidance of the corporate complaints procedures.
15. To undertake any other temporary duties consistent with the basic duties and/or objectives of the post.
16. To maximise personal productivity, minimise duplication and errors; and manage our information efficiently and securely to reduce risk, through effective use of Office 365 and our internal IT systems and applications.
17. Actively challenge and seek to eliminate any directly or indirectly discriminatory practice or behaviours.
18. Demonstrate awareness and understanding of other people's behavioural, physical, social and welfare needs and ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons.

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 to lead and manage a team of professionals	Essential	A, I,
Ability to communicate effectively with diverse stakeholders and deliver tangible outcomes in line with the priorities of West Northamptonshire Council and the Children and Young People's Service	Essential	A, I,
Ability to demonstrate strategic and operational thinking at Corporate, Children and Young People's Services and team level	Essential	A, I,
Ability to devise effective solutions to complex problems	Essential	A, I,
Ability to initiate and follow through specific project work and deadlines	Essential	A, I,
Ability to plan strategically in order to develop effective services and to initiate and manage change effectively	Essential	A, I,
Ability to work successfully with parents/carers, leadership teams from schools and settings and professionals from other agencies, including Health and Social Care	Essential	A, I,
Ability to provide reflective supervision, professional guidance and performance appraisal for senior staff	Essential	A, I,
Ability and experience in budget planning and management to ensure value for money and development of traded models of service delivery	Essential	A, I,
Demonstrate effective use of Office 365 (incl. Teams, OneDrive, etc.) or willingness to undertake training during the probation period.	Essential	A, T, I,

Knowledge:	Essential / Desirable	Measured by
Knowledge of evidence base approaches to improving outcomes for children and young people with SEND and their families	Essential	A, I,
Knowledge and understanding of the changing role of LAs and ability to take a senior leadership role within that context	Essential	A, I,
Thorough knowledge of current legislation and statutory guidance related to special educational needs and disabilities	Essential	A, I,
Knowledge of Early Help approaches	Essential	A, I,
Thorough understanding of and commitment to, legislation and policies relating to equality of opportunity with particular reference to their implications for children and young people with SEND and their families	Essential	A, I,
Proven interpersonal skills in order maintain effective relationships with colleagues in Children and Young People's Services and other agencies	Essential	A, I,

Relevant experience:	Essential / Desirable	Measured by
Substantial experience as an educational psychologist with managerial responsibilities in a LA at a senior level within an Educational Psychology team	Essential	A, I,

Experience of successfully supervising and motivating diverse staff	Essential	A, I,
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Education, training, and work qualifications:	Essential / Desirable	Measured by
Recognised professional qualification in educational psychology and evidence of substantial relevant continuing professional development	Essential	A, T, I, D
Health and Care Professions Council registration	Essential	A, T, 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, Disqualification for Caring for Children (Education), Overseas Criminal Record Checks, Prohibition from Teaching, Professional Registration, Non-police personnel vetting, Disqualification from Caring

Day-to-day in the role:

Hours:	37	Primary work base:	Office/Hybrid
Job family band:	WNC Local Grades (Soulbury)	Worker type:	Part-flexible
Salary range:	Point 12 (£70,510) to point 15 (£74,466) + 3 SPA points.	Budget responsibility:	Yes
People management responsibility:	Yes		

Working conditions & how we work:

This role has been identified as a part-flexible worker type, this means that you will be able to work from other work locations and when not working from an office you will be working remotely for up to 3 days a week (including from home).

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.

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

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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.

