

WHERE
CAREERS
THRIVE

When potential
is unlocked,
talent *thrives*



West
Northamptonshire
Council

Job description and person specification

Senior Educational Psychologist

Educational Psychology, Education, Childrens Services 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 manage and give professional support to a team of educational psychologists; to act as the representative of the Principal Educational Psychologist; to establish team priorities; to decide on the appropriate form of response to requests for service involvement including critical incidents; to manage the delivery of core and commissioned psychological services to the geographical area; to contribute to the strategic management of the EPS as part of the management team.

In addition, the postholder will support the development, implementation and continuous improvement of the local area's Experts at Hand model as part of wider SEND reform, working with education, health and care partners to strengthen earlier intervention, inclusive practice and access to specialist support within mainstream settings.

Accountable to:

The area senior educational psychologist will be accountable to the principal educational psychologist for the professional standards of educational psychologists and other staff within the area team, for the delivery of a psychological service to an area of West Northamptonshire and for delegated areas of service responsibility. Within this accountability the senior 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, the British Psychological Society (BPS) and HCPC registration.

The role sits within Children's & Young People's Service part of the People's Directorate in West Northamptonshire Council.

Responsibilities:

1. To lead a team of educational psychologists (EPs), trainees and assistant EPs and manage, supervise and give professional support to the team working with children and young people (aged 0 – 25 years), families, schools, and other agencies in accordance with the aims of the EPS and policy guidelines
2. To ensure the development and maintenance of high-quality professional input by the educational psychologists within their team
3. To liaise with other agencies and services relevant to service delivery, this may include attending panel meetings as a representative of the service
4. When required, to act as the representative of the principal educational psychologist
5. To ensure the availability of educational psychologist time in accordance with the EPS allocation mechanism
6. To have oversight of the needs of the community within the geographical area and to work collaboratively to set priorities for psychological support
7. Ensure professional liaison with other agencies in the area
8. To make decisions on the appropriate form of response to requests for service involvement

9. To report to the principal educational psychologist on matters relating to policy development and the quality of provision, including the statutory assessment process
10. To support the lead development, implementation and continuous improvement of the local area's Experts at Hand model as part of SEND reform, contributing educational psychology expertise to service design, mobilisation and delivery.
11. To work collaboratively with schools, early years settings, post-16 providers, health partners, specialist teachers and other agencies to embed earlier intervention, consultation, coaching, training and whole-setting approaches that strengthen inclusive mainstream practice.
12. To contribute to the development of operational pathways, workforce development, quality assurance, performance reporting and impact evaluation for the Experts at Hand model, ensuring alignment with statutory SEND duties and local inclusion priorities.
13. To provide statutory work and direct support to settings as part of an area team of educational psychologists delivering a generic service (SEP roles have a requirement to provide leadership support to the EP Service for 0.6 FTE. Generic casework can be expected for 0.4 FTE for the remainder of the time within the full-time post)
14. Ensure policies and procedures with regards to the safeguarding of children and young people and vulnerable adults across West Northamptonshire are followed at all times. To promote the welfare of children as described by Northamptonshire Safeguarding Children Partnership (NSCP)
15. 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.
16. 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
The ability to contribute to the shared tasks of multi-professional working	Essential	A, I
Demonstrable evidence of a commitment to maximise educational achievement	Essential	A, I
Demonstrable evidence of a commitment to inclusion	Essential	A, I
Demonstrable ability to work with parents/carers as partners	Essential	A, I
Demonstrable evidence of a commitment to elicit the voice of the child	Essential	A, I
Ability to communicate clearly and concisely, orally and in writing	Essential	A, I
An ability to travel to different locations	Essential	A, I
An ability to prioritise and manage workloads	Essential	A, I
Demonstrate effective use of Office 365 (incl. Teams, OneDrive, etc.) or willingness to undertake training during the probation period.	Essential	A, I
Ability to support the implementation of inclusive practice and early intervention models through consultation, coaching, training and collaborative problem-solving	Essential	A, I
Ability to influence and work strategically with education, health and care partners to deliver SEND reform priorities	Essential	A, I

Knowledge:	Essential / Desirable	Measured by
An in-depth knowledge of the statutory framework which guides the work of educational psychologists	Essential	A, I
A specialist area of knowledge within educational psychology	Desirable	A, I
Knowledge of current SEND reform policy, including the purpose of the Experts at Hand model and its emphasis on earlier intervention, inclusion and building mainstream capacity	Essential	A, I
Knowledge of service development, quality assurance and evaluation approaches relevant to educational psychology and SEND services	Desirable	A, I

Relevant experience:	Essential / Desirable	Measured by
Experience of working with professionals from other agencies	Essential	A, I
Experience in leadership or management of projects	Essential	A, I
At least three years' experience working as a qualified educational psychologist in a local authority.	Desirable	A, I, D
Proven experience in managing a team of educational psychologists	Desirable	A, I

Experience of contributing to service development, innovation or change programmes within educational psychology, inclusion or SEND services	Essential	A, I
Experience of multi-agency partnership working across education, health and care to improve outcomes for children and young people with SEND	Essential	A, I
Experience of using data, feedback and outcome measures to inform service improvement and evaluate impact	Desirable	A, I

Education, training and work qualifications:	Essential / Desirable	Measured by
A first degree in psychology or an equivalent qualification recognised by the British Psychological Society (BPS) as conferring the Graduate Basis for Membership	Essential	A, D
Successfully completed a course of post graduate professional training recognised by the Health and Care Professions Council (HCPC) as conferring eligibility for registration as an educational psychologist	Essential	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:

Job family and salary band:	WEPCBSEP Points 5 - 8 plus up to 3 SPA subject to eligibility	Worker type:	Flexible
People management responsibility:	This role will manage a team of educational psychologists	Budget responsibility:	No

Current pay scales and other benefits are published on the [Jobs and Careers](#) section of West Northamptonshire Council's internet.

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.

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.

WNC values colleagues as individuals and encompasses 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

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.

