

WHERE  
CAREERS  
THRIVE

When potential  
is unlocked,  
talent *thrives*



West  
Northamptonshire  
Council

## Educational Psychologist

### Educational Psychology Service, People's Services

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 deliver a psychology service through a consultation model, working with individuals and groups of children, parents and carers, schools and other educational providers including early years settings, the local authority and partner agencies.

## **Accountable to:**

This role is accountable to the Senior Educational Psychologist for maintaining a high professional standard in the delivery of all aspects of their work. Within this accountability the 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. Deliver a psychological service through a consultation model, working with individuals and groups of children, parents/carers, schools, and other educational providers including early years settings, the local authority and partner agencies
2. Be responsible to the area senior educational psychologist for the delivery of a psychological service to an identified number of schools and the surrounding community as well as fulfilling statutory duties
3. Undertake identified training, research, and development activities to contribute to service development
4. Bring to the attention of the senior educational psychologist matters relating to the quality of educational provision and the effects of policy
5. Work within the quality standards guidelines set for the service, irrespective of whether delivering to core services or a commissioned response
6. Undertake appropriate professional development, identified through appraisal and supervision and in accordance with HCPC requirements
7. Ensure professional liaison with other agencies in the area
8. Decide on the appropriate form of response to requests for educational psychologist input
9. Participate in service development and working groups
10. 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)

12. 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.

13. 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.

| <b>Skills and abilities:</b>   | <b>Essential / Desirable</b> | <b>Measured by</b> |
|--|------------------------------|--------------------|
| The ability to contribute to the shared tasks of multi-professional working  | E                            | A , I              |
| Demonstrable evidence of a commitment to inclusion and to maximise educational achievement for others  | E                            | A, I               |
| Demonstrable ability to work with parents/carers as partners   | E                            | A, I               |
| Demonstrable evidence of a commitment to elicit the voice of the child   | E                            | A, I               |
| Successful organisation and delivery of further professional development to teachers and others responsible for children using a variety of methods and styles | E                            | A, I               |
| A high level of professional skill in consultation, joint problem-solving, psychological assessment, and intervention techniques                               | E                            | A, I               |
| Excellent interpersonal skills including the ability to communicate clearly and concisely, orally and in writing. Computer literate                            | E                            | A, I               |
| An ability to organise, prioritise and manage their workloads  | E                            | A, I               |

|  |   |      |
|--|---|------|
| An ability to travel to different locations  | E | 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 |
| Experience of working with diversity. Able to create a working culture that is sensitive to and values the contributions of a range of professionals from a wide range of diverse backgrounds                                | D | A, I |

| <b>Knowledge:</b>  | Essential / Desirable | Measured by |
|--|-----------------------|-------------|
| An in-depth knowledge of relevant legislation and the statutory framework which guides the work of educational psychologists   | E                     | A, I        |
| Knowledge of equality and diversity issues at all levels, including equal opportunities legislative framework. A commitment towards tackling inequality and exclusion within our schools and communities | E                     | A, I        |
| An appreciation of the local needs of schools and communities  | D                     | A, I        |

| <b>Relevant experience:</b>  | Essential / Desirable | Measured by |
|--|-----------------------|-------------|
| Minimum two years' experience working with children and young people   | E                     | A, I        |
| Experience of working with children and young people with additional needs                                     | E                     | A, I        |
| Experience of supporting key stakeholders to meet the needs of children and young people with additional needs | E                     | A, I        |
| Experience of working with professionals from other agencies   | E                     | A, I        |
| Experience of contributing to the training, development, and supervision of key stake holders                  | D                     | A, I        |
| Research experience  | D                     | A, I        |
| Practical experience of planning and implementing interventions to meet children and young people's needs      | D                     | A, I        |

| <b>Education, training and work qualifications:</b>   | 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 | E                     | 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 | E | 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 – adult and child  
Professional Registration*

## Day-to-day in the role:

|  |   |                               |                                  |
|--|---|-------------------------------|----------------------------------|
| <b>Hours:</b>                            | 37 (full-time)  | <b>Primary work base:</b>     | One Angel Square,<br>Northampton |
| <b>Job family band:</b>                  |   | <b>Worker type:</b>           | Flexible                         |
| <b>Salary range:</b>                     | Educational Psychologist,<br>West Northamptonshire<br>Soulbury Scale A<br>Points 3 - 8, £49,685 - £60,048 FTE.<br>Newly Qualified EPs will start at point 5 £53,929.<br>The maximum salary indicated is Scale A Point 11 - £64,979 which is inclusive of 3 SPA points | <b>Budget responsibility:</b> | N/A                              |
| <b>People management responsibility:</b> | N/A   |                               |                                  |

## Working conditions & how we work:

We are open to discussions about flexible working.

This role has been identified as a flexible worker type. A flexible worker will carry out the majority of their role (3+d days) remotely). They 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)



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## 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.



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