



College Psychologist

Whitefriars College, a Catholic school in the Carmelite spirit and tradition, is a faith community wherein all members, and especially students, *'Gradually learn to open themselves to life as it is, and to create in themselves a definite attitude to life as it should be.'* (*The Catholic School, n31*) The words of Jesus, *'I have come that you may have life and have it to the full.'* (*John 10:10*) and *'As the Father has loved me, so I have loved you.'* (*John 15:9*) provide the basis for all that we do.

This role description is written in light of the Mission Statement of the College, whereby the College *'reflects the tradition of the Carmelites who actively seek to live in God's presence by walking in the way of Jesus Christ', 'aims to empower young men to live with integrity through experiences of community and prayer and a sensitivity to justice' and 'assists them to take their place in society as a valued individual, alive with the wisdom of the Gospel.'*

Commitment to Ethos

All staff in the Catholic school have an indispensable role to play in furthering the mission of the Church. It is expected of all employed in a Catholic school that they:

- accept the Catholic educational philosophy of the school
- develop and maintain an adequate understanding of those aspects of Catholic teaching that touch upon their subject areas and other aspects of their work
- by their teaching and other work and by personal example strive to help students to understand, accept and appreciate Catholic teaching and values
- avoid, whether by word, action or public lifestyle, influence upon students that is contrary to the teaching and values of the Church community, in whose name they act
- comply with the accreditation policy of the CECV to teach in a Catholic school.

Furthermore, it is expected of all employed at Whitefriars College that they accept and support the ethos of the Carmelite order, and activities directed at the broader aims of the College.

Whitefriars College is a Child Safe School

Whitefriars College provides employees, volunteers and clergy with regular and appropriate opportunities to develop their knowledge of, openness to and ability to address child safety matters. This includes induction, ongoing training and professional learning to ensure that everyone understands and is compliant in their professional and legal obligations and responsibilities, and the procedures for reporting suspicion of child abuse and neglect.

Overview

The psychologists at Whitefriars College provide free support to students, parents and staff in the form of counselling, assessment, information and referral. Where appropriate, the psychologists work closely with parents and teachers to maximize student wellbeing. The psychologists may also make referrals to community or specialist service providers for further assessment and support. Formal cognitive assessments to identify students' learning strengths and weaknesses for substantiating some applications for special educational funding and special provision are also conducted.

College Psychologists are primarily responsible to the Principal through the Leader of Psychological Services and the Deputy Principal (Students) to provide support in relation to the welfare of the College community. Duties must be carried out in accordance with the ethos of the College.

Essential Requirements

- Full registration by the Psychology Board of Australia under the Health Practitioner Regulation National Law
- Full membership of the Australian Psychological Society
- Current Working with Children Check / National Police Criminal History Check (as appropriate to jurisdiction)

Desirable Requirements

- Eligible for membership of the College of Educational and Developmental Psychologists.
- Endorsement under the PsyBA as an Educational and Developmental Psychologist.

Attributes and Competencies

College Psychologists are expected to exhibit the following attributes and competencies:

- A lively and practical support to the Catholic nature of the College
- An understanding of, appreciation for and sensitivity to the Carmelite spirit and tradition which has underpinned the history, development and culture of Whitefriars College
- A firm belief in and commitment to the Mission and Values of the College and an ability to articulate and promote these
- Loyalty and public support for the Leadership of the College
- Display a high level of commitment to student welfare
- Possess an in depth knowledge and understanding of mental health disorders, developmental disabilities and their relationship to child and adolescent development
- Display an adaptable approach to the day to day demands of working in a busy environment by being able to prioritise and manage time effectively
- Exhibit ongoing professional growth on a personal level and for the benefit of the College community
- Work co-operatively and collaboratively with other psychologists, the Leader of Psychological Services, Deputy Principal (Students) Heads of House and other College staff to work towards the best social, emotional and academic outcomes for students
- Demonstrate a high level of ability in written and verbal communication and proficiency in documentation and record-keeping

Duties

Administrative

- To maintain accurate, confidential files
- To maintain individual case statistics and records
- To ensure students referred by the Leader of Psychological Services are seen promptly and with appropriate regularity for their needs
- To keep the Leader of Psychological services updated on the progress of all assigned students, especially those deemed at higher risk
- To attend Psychologists planning days on a regular basis and participate in peer consultation with other College Psychologists
- To attend regular case management meetings with each Head of House and to report Students of Concern weekly to the Leader of Psychological Services
- To attend fortnightly meetings with Learning Support Staff
- To present to students on welfare related issues as required
- To be involved in running small group programs as required

Psychological

- To provide individual counselling and guidance to students who may be self-referred, or referred through the Leader of Psychological Services using evidence based interventions.
- To work closely with families to facilitate positive parenting practices
- To develop, in collaboration with the Learning Support Coordinator, an overall psychological and educational approach to designated students
- To administer and report on psychological and educational assessments as required.
- To establish and maintain contacts with qualified personnel and welfare agencies so that students requiring therapeutic counselling or intervention beyond the resources of the College Psychologists can be referred to the appropriate outside agency with prior agreement of the student and/or parent. These agencies may include local youth services as well as private psychologists, paediatricians, psychiatrists and other allied health providers
- To liaise with external providers and professionals regarding students where appropriate
- To work in collaboration with and provide consultation to teachers, Heads of House, Deputy Principal (Students), Careers Advisor and the Principal on matters regarding particular students' welfare
- To assist with the planning, development and implementation of programs that will assist students and their families in coping with the pressures of study, as well as the social, emotional and family issues encountered by students when required
- To report to the Leader of Psychological Services and Deputy Principal (Students) any problems/issues associated with student welfare or particular students at risk at the College
- To act, where appropriate, as an advocate for students by ensuring that students have advocacy within the College or with other agencies in the wider community.
- To provide referral to staff for issues of a personal nature
- To adhere to the code of conduct and PsyBA mandated APS Code of Ethics and guidelines at all times
- To seek professional supervision on a regular basis
- To undertake regular professional development and proactively advise the School on current best practise in the area of developmental and educational psychology
- To perform other duties related to this position as determined by the Principal

Conditions and Salary

- This is a maternity leave replacement, salaried position for 3 days per week (0.6 FTE) from 14 May 2018 – 22 April 2019. Current work days are Tuesday, Thursday and Friday.
- All employment conditions are in accordance with the 2013VCEMEA and CECV Work Place practices.

Application

Applicants should submit:

- A covering letter of *no more than one page* outlining why the application is being made for the position
- A response of *no more than two pages* on your ability and experience that will enable you to undertake various aspects of the role
- An up to date Curriculum Vitae
- The names and contact details of at least three relevant referees.

Electronic applications should be addressed to:

Mr Anthony Kirley
Principal of Whitefriars College

and emailed to employment@whitefriars.vic.edu.au no later than **4pm on Monday 16 April, 2018.**

Any enquiries on the role should be directed, in the first instance, to Ms. Gabrielle Dalton, Executive Assistant to the Principal, on 9872 8211.