

College Psychologist

Position purpose

In keeping with the College commitment to collaboration, the Psychologist works as a member of the College Wellbeing Team to support the College community and individuals. The Psychologist is proactively involved in wellbeing programs as well as responding to the particular needs of groups and individual students. The role also includes supporting teaching staff in the management of these students.

The Psychologist works primarily during school term time, however, when necessary and in consultation with the Principal or Deputy Principal, is required to work outside normal hours and/or in the non-term time in response to student and staff pastoral care needs.

Time Fraction

A time fraction can be negotiated. The College is considering a FTE 0.6 role, but applicants seeking time fractions from FTE 0.4 to full time are encouraged to apply. A start date of January 2022 is preferred, but will be negotiated for the right applicant.

Context

Kingswood College is a co-educational Kindergarten to Year 12 College. We have been educating young men and women for more than 130 years. Our bold vision is to be a world class school, where our students' potential soars because we nurture and challenge them to know themselves and achieve their personal best as global citizens.

Kingswood College's model for learning emphasises broad, holistic, student-centred learning for the mind, heart, body and spirit, based on our core values of respect, integrity, compassion and responsibility. Implementation of the LATTICE framework provides a holistic, innovative, collaborative, and engaging structure through which learning programs are reviewed, renewed, or reimaged.

In 2021 Kingswood College launched our new Strategic Plan: Towards 2025 and you can download a copy [here](#).

Kingswood College is committed to child safety. We have zero tolerance of child abuse, and we implement appropriate recruitment and vetting practices. Applicants will need to provide evidence of VIT registration or a current Working With Children Check for Employees prior to the commencement of their employment. Reference checks will be completed as part of the employment process. Applicants should become familiar with our child safe practices as described in our Child Safe Policy, as well as the Code of Conduct, which are available on the College [website](#).

Selection Criteria

- Registration as a Psychologist with the Psychology Board of Australia
- Previous experience working with children and young people
 - ideally from ELC to Year 12, and
 - preferably within a School setting
- The ability to develop rapport with students of all ages
- An understanding of the principles of positive psychology

- Be able to work effectively with students and their families and apply a range of individual and group interventions appropriate for different issues
- Professional practises which observe ethical and legal requirements: e.g. confidentiality, informed consent, case note documentation and security
- A demonstrated understanding of the emotional needs of children and adolescents
- Experience in conflict resolution, mentoring and mediation and developing strategies to develop resilience
- Excellent interpersonal and communication skills when working with students, parents and staff
- Experience in crisis management
- The ability to work and contribute productively in a team, particularly with the Executive, amongst teachers and with educational support staff
- The ability to be proactive and take initiative
- Highly developed organisational skills
- A willingness to uphold the ethos and values of the College
- A willingness to promote child safety

Applying for the role

Applicants are free to structure applications in any manner they choose, but should ensure that the following are included:

- A letter of application.
- A summary of experience and qualifications.
- The names and contact details of three professional referees who can provide information regarding the applicant in relation to the key selection criteria.

Full details can be found on the Kingswood College website - <https://www.kingswoodcollege.vic.edu.au/join-us/#st-employment>

Applications close at midday on Tuesday 7 December 2021 and should be emailed to principal@kingswoodcollege.vic.edu.au

We look forward to receiving your application.

Elisabeth Lenders
Principal
Kingswood College

Position Description – College Psychologist

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Specific Responsibilities

Counselling

- Provide counselling to students
- Engage with families as part of providing care for students
- Support all members of the College community in responding to crises or critical incidents, by:
 - supporting affected students, families and staff, and
 - advising the Executive Team

Educational Assessment

- Undertake psychological assessments, which may include 'in-context' observations
- Provide support and advice to teaching and educational support staff:
 - based on assessment information; and
 - in relation to managing emotional, social and behavioural needs; and
 - regarding the implementation of interventions.
- Assist with VCE applications for Special Provision

Promotion of Wellbeing

- Share information with the wellbeing team to support the progress of students
- Take an active role in the development, resourcing and support of wellbeing initiatives across the College
- Support the development of psycho-social skills and resilience in target students
- Present wellbeing information to students and parents
- Lead staff in professional development activities related to student and staff health and wellbeing

Professional Engagement

- Liaise with external medical, psychological and welfare professionals
- In working with families, refer students to other professional registered health practitioners for specialist assessment and support, and where intensive ongoing support is likely to be required

Professional Practice, Operational Matters, Risk Management and Compliance

- Maintain accurate, confidential student files, and archive files as required
- Act in accordance with the ethical and professional guidelines outlined by the Psychology Board of Australia

- Inform the Principal, Deputy Principal and Head of Schools of students who are at risk of significant harm

Other responsibilities

- Maintain professional levels of organisation and preparation
- Attend and contribute to relevant staff meetings and professional development
- Respect the privacy of families and maintain professional confidentiality
- Contribute to a culture which promotes Child Safety, by becoming familiar with, and implementing the policies associated with Child Safety at the College, including:
 - Child Safe Policy
 - Respectful and Safe Schools Policy and Guidelines
 - Student Duty of Care
 - Student Supervision
 - Mandatory Reporting
 - Reportable Conduct
- Become familiar with, and comply with, operational policies of the College
- Other duties as determined in consultation with the Principal.

Essential Requirements

- Possess registration as a Psychologist
- The ability to build rapport with students (K-12)
- Well-developed verbal and written communication skills
- Competence and confidence in the use of ICT
- Excellent attention to detail and well-developed analytical skills
- Personal commitment to child safety and protecting children, and to observing child safe

Responsible to:

- Head of Senior School
- Principal

Kingswood College is committed to child safety.

Kingswood College is an authorised International Baccalaureate (IB) World School for the Primary Years Programme (PYP) committed to supporting the mission of the IB.

Kingswood College reserves the right to modify position descriptions as required. Staff will be consulted in any such process.