

POSITION DESCRIPTION

Position: School Psychologist
Reporting to:

Major Duties and Responsibilities

To effectively and efficiently

1. Student Wellbeing

- Provide counseling and guidance to students, who may be self-referred, teacher referred or parent referred, with the aim of enhancing the student's personal, social and educational development
- Complete student educational psychologist assessments
- Refer as appropriate to external specialists / counselors / doctors / resources
- Oversee coordination of relevant information between external specialists and staff with respect to a student's wellbeing
- Conduct meetings with teachers and/or parents where required.
- Liaise with Individual Learning Programs staff, Year Level Coordinators, Teachers regarding individual student issues and needs
- Deal appropriately and efficiently with issues of mandatory reporting and child protection in accordance with school processes and policy and legislation

2. Professional Development

- Contribute to professional development of staff in areas of professional expertise as required, mandatory reporting, student wellbeing and discipline, special needs of students and how to adapt teaching and learning styles to meet particular student needs.

3. General

- Contribute to day to day operation of Student Wellbeing program.
- Ensure the maintenance of accurate and confidential case files and statistics (including electronic)
- Develop an accurate understanding of the school organisation and curriculum
- Attend fortnightly meetings with Head of Student Wellbeing, more frequently if required.
- Attend staff meetings as required
- Attend Student Wellbeing Department meetings

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