

Job Details

Position:	Professional & Academic Tutor (Part-time), DECAP
School/Department:	School of Psychology
Closing Date:	4.00 pm on Monday 12 June 2017
Salary:	To match the Soulbury Scale for Senior Educational Psychologist (Management) currently £48,829 - £55,828 per annum pro-rata, up to a maximum of point 7 plus any existing Structured Professional Assessments (SPAs).
Anticipated Interview Date:	Wednesday 21 June 2017
Duration:	This post is available on a part-time (0.5 FTE) basis, for 6 months initially.

JOB PURPOSE:

The successful applicant will be expected to:

- (i) contribute to the initial training of educational psychologists on the Doctorate in Educational, Child and Adolescent Psychology and;
- (ii) develop expertise in areas required to fulfil the programme requirements of the Doctorate in Educational, Child & Adolescent Psychology (DECAP) at Queen's University Belfast.

MAJOR DUTIES:

Teaching:

1. Contribute to the initial training of educational psychologists through helping to manage, develop and evaluate the curriculum.
2. Teach various parts of the curriculum as required and provide tutorial support to small groups of students.
3. Supervise research projects to completion at doctoral level.
4. Provide pastoral support for individual students as necessary.
5. Take responsibility for managing the academic, research and placement progress of named students.
6. Carry out marking and assessment of DECAP work as required.
7. Take part in the selection of students for the DECAP programme.
8. Develop expertise in areas required to fulfil the teaching, learning and practice requirements of the DECAP programme through attendance at in-service courses and by other means.
9. Develop expertise in one or more of the key areas: special educational needs and inclusion assessment, autism, professional practice, literacy /dyslexia, sensory impairment.
10. Attend occasional national conferences and/or meetings which are relevant to the training of educational psychologists.
11. Work collaboratively with the Programme Director and the other Professional and Academic Tutors to develop, plan, and monitor the delivery of the DECAP programme.
12. Take administrative responsibility for managing designated sections of the teaching, learning or assessment components of the programme.
13. Develop and enhance links with relevant professional bodies to ensure that teaching reflects current best practice in own area of subject specialism.
14. Act as internal and external examiner in viva examinations.
15. Take part in fieldwork supervision through placement visits, liaising with supervisors and meeting with students.
16. Any other duties which may be assigned by the Programme Director.

Scholarly Activity:

1. Work in conjunction with others to apply subject knowledge to practice of the subject.
2. Engage in scholarly activity that will enhance the Doctorate's national and international reputation. Such activities may include membership of committees of academic or professional bodies and/or Department of Education or Education Authority working groups, involvement in the production of guidance papers/reports relevant to educational psychology practice, or journal articles.
3. Maintain and develop teaching and subject expertise.
4. Contribute to the development of key professional competencies, and the development and delivery of CPD courses and other specialist training courses.

Administration/Contribution to the Community:

1. Take part in recruitment and selection for the DECAP programme and also in activities informing prospective students about the DECAP programme.

2. Contribute to the development and running of the programme by taking on appropriate co-ordinating roles.
3. Provide pastoral care for students to ensure, as far as practicable, that relevant issues are dealt with in a timely, sympathetic and effective manner.
4. Contribute to the Doctorate's outreach strategy by delivering community outreach programmes or developing external links.
5. Be responsible for the record-keeping associated with teaching and the preparation of teaching materials.

Planning and Organising:

1. Contribute to the delivery of the DECAP programme.
2. Contribute to the Doctorate's strategic planning process.
3. Plan and deliver teaching and other projects as required.

Resource Management Responsibilities:

1. Use teaching resources, laboratories and workshops as required.
2. Act as mentor for students.

Internal and External Relationships:

1. Develop internal networks, for example, participating in Doctorate, School or University committees.
2. Develop links with external networks, for example, with professional associations, external examiners and assessors.
3. Develop links with external contacts such as other educational bodies, employers, and professional bodies to foster collaboration.

ESSENTIAL CRITERIA:

1. An Honours degree in Psychology or equivalent.
2. Registered with HCPC as a practitioner psychologist.
3. Postgraduate qualification in educational psychology.
4. A minimum of three years' experience (by 31 August 2017) working as an educational psychologist.
5. The successful applicant should be able to contribute to the development of the eight core professional competences students cultivate on the DECAP programme:
 - (i) Research and Evaluation: finding out what works best in and for service provision;
 - (ii) Training and supervision: enabling service providers to improve service delivery;
 - (iii) Prevention: current action to prevent future problems;
 - (iv) Consultation and problem-solving: enabling others to solve problems;
 - (v) Joint/multi-agency working: working together to solve problems which cannot be solved working alone;
 - (vi) Psychological therapy and methods of intervention: direct work with children and young people or their parents and teachers to promote positive change;
 - (vii) Psychological assessment and advice: assessing complex problems with a view to achieving improvement;
 - (viii) Systemic/organisational change and development: using psychological methods to facilitate change in a school, family, organisation or community.
6. Knowledge and understanding of the theoretical and empirical foundations that support the practice of Educational Psychology.
7. Knowledge and skills in the use of psychological assessment, formulation, intervention and evaluation.
8. Effective interpersonal and communication skills, with high level ability to communicate complex information orally and in writing.
9. Good team working skills.
10. Able to work independently.
11. Able to manage own time.
12. Able to plan and allocate work.
13. Supervision skills.
14. Willingness to travel throughout Northern Ireland.

DESIRABLE CRITERIA:

1. Post-qualification training/study and/or evidence of engagement in Continuing Professional Development.
2. Evidence of working in a specialist area, and/or specialist knowledge or skills, and/or evidence of contributing to service development.
3. Experience of conducting research and/or scholarly activity.
4. Experience of teaching and/or supervising trainee educational psychologists.
5. Ability to contribute to teaching in some of following areas:
 - Assessment
 - Literacy/Dyslexia
 - SEN and Inclusion
 - Autism
 - Professional Practice
 - Sensory Impairments
6. Preparedness to undertake further training to achieve additional specialist skills.