



## Chief Psychologist Student Support Services

<b>Position number</b>	00039353
<b>Agreement</b>	<a href="#">Public Sector CSA Agreement 2022</a> or as replaced
<b>Classification</b>	Specified Calling Level 6
<b>Reports to</b>	Executive Director, Statewide Services
<b>Direct reports</b>	Various

### Context

The Department of Education's strategic directions outline the commitment for every child, from Kindergarten to Year 12 to have access to high quality education underpinned by excellence in teaching and quality leadership. This is an education that meets the needs of the learner, preparing them for future success.

Statewide Services provides the services and supports required by schools to enable student achievement, with a focus on those students and schools that need it most. It encompasses both school and system-facing service delivery. While it primarily exists to support schools, it also has an important system-facing role supporting strategy and policy development.

The Office of the Chief Psychologist oversees the provision of psychology services for schools and their communities. It oversees the provision of professional leadership through Lead School Psychologists to ensure the professional standards, quality assurance and service-wide processes for the Department's school psychologists.

Visit [education.wa.edu.au](http://education.wa.edu.au) to find out more information about the Department of Education.

### Key responsibilities

- Lead and manage the delivery of services and support to schools and networks in accordance with the strategic direction of the public school system, legislation and Departmental policies.
- Monitor and manage risk at the service delivery level and set professional standards of the school psychology services for the Department, in consultation with lead school psychologists and other stakeholders.
- Contribute professional expertise in the development of Department strategy and initiatives.
- Provide professional leadership to all school psychologists working in the Department.

- Represent the Department to peak professional bodies on matters relating to psychological services and professional standards.
- Build the support and engagement of various internal and external stakeholders, negotiates open lines of communication and facilitates cooperation through knowledge exchange to achieve the effective delivery of school psychology services.
- Support effective and efficient application of consistent service delivery models and contemporary approaches of practice that demonstrate positive outcomes for students, school personnel and parents.
- Develop and manage inter-agency, cross-sectoral and non-profit relationships in relation to psychological services to produce united and integrated approaches to achieve positive outcomes for students, schools and their communities.
- Identify and lead approaches to significant and/or emerging psychological service related issues in order to capacity build school psychologists and wider education system.
- Manage the delivery of relevant, easily accessible professional services and support for teachers and schools.
- Collaborate with senior officers and members of other teams across the Department on shared priorities and initiatives to deliver integrated services and support to schools, teachers and or/students.
- Provide system level coordination of processes for psychological support for school communities affected by significant critical incidents.
- Manage the administrative and business functions of the Branch, including allocating resources in accordance with business plans and maintaining control over expenditure and budgets.
- Monitor and manage staff leave entitlements to ensure accrued leave is cleared within a reasonable timeframe and in accordance with relevant awards, agreements and Department policy.
- Manages staff performance in accordance with Public Sector Performance Management Standard and Department policy.

## **Selection criteria**

### **Implements and manages strategy**

- translates strategy into operational goals and creates a shared sense of purpose within the business unit
- engages others in the strategic direction of the work area, encourages their contribution, and communicates expected outcomes
- considers the ramifications of a wide range of issues, anticipates priorities and develops long term plans for the work area
- understands objective, critical analysis and distils the core issues.

### **Achieves results**

- evaluates ongoing project and program performance and identifies critical success factors
- establishes clear plans and timeframes for project implementation and outlines specific activities
- strives to achieve and encourages others to do the same
- monitors progress and identifies risks that may impact outcome and adjusts plans as required.

### **Builds productive relationships**

- builds and sustains relationships with a network of key people internally and externally
- recognises shared agendas and works toward mutually beneficial outcomes
- brings people together and encourages input from key stakeholders.

### **Exemplifies personal integrity and self-awareness**

- acts professionally and impartially at all times and operates within the boundaries of organisational processes and legal and public policy constraints
- takes personal responsibility for meeting objectives and progressing work and commits energy and drive to see that goals are achieved
- persists and focuses on achieving objectives even in difficult circumstances.

### **Communicates and influences effectively**

- confidently presents information in a clear, concise and articulate manner and translates information for others
- approaches negotiations with a strong grasp of key issues, having prepared well in advance
- anticipates the position of the other party and adapts approach accordingly
- encourages the support of relevant stakeholders.

### **Eligibility and training requirements**

Employees will be required to:

- hold or be eligible for general registration with the Psychology Board of Australia
- consent to a Nationally Coordinated Criminal History Check and obtain a current Screening Clearance Number issued by the Department of Education's Screening Unit prior to commencement of employment
- obtain or hold a current Working with Children Check
- complete the Department's induction program within 3 months of commencement
- complete any training specific to this role required by Departmental policy
- complete the Department's training in Accountable and Ethical Decision-Making within 6 months of appointment and every 3 years thereafter
- complete the Department's Aboriginal and Torres Strait Islander cultural awareness online course within 3 months of commencement.

### **Certification**

The details contained in this document are an accurate statement of the responsibilities and other requirements of the position.

### **ENDORSED**

Date            24 May 2024  
Reference    D24/0366496