



KNOX GRAMMAR SCHOOL

## ROLE DESCRIPTION

### SCHOOL PSYCHOLOGIST

### PRE K-6

### (F/T PERMANENT POSITION FROM NOVEMBER 2017)

*Knox Grammar School is an Independent, multi-campus K-12 day and boarding school for boys located at Wahroonga on Sydney's North Shore and is acknowledged as one of Australia's leading boys' schools. The current level of enrolment is approximately 2,500 students who are nurtured, educated and cared for by highly skilled academic, support and operational staff. The School is an activity of the Uniting Church and provides a secure environment with outstanding facilities where boys can develop academically, culturally, socially, spiritually and through a broad range of sporting and recreational activities. Knox has two junior school campuses: The Knox Preparatory School and The Wahroonga Preparatory School (co-educational).*

#### ROLE PURPOSE

The Knox Psychologist Team enjoys excellent collegiality, professional development support and supervision. The School Psychologist will work as part of this extensive team to deliver professional psychological services to the students and their families.

#### ROLE RESPONSIBILITY

The School Psychologist has reporting responsibilities to the Head of the School Psychology and, as with all school employees, the incumbent is ultimately responsible to the Headmaster. This is a full-time position.

#### ROLE ACCOUNTABILITY – SCHOOL PSYCHOLOGIST

##### Vision

To optimize the wellbeing of Prep students through:

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- Primarily: individual and family counselling/therapy
  - Assessment and identification of needs of individuals and groups
  - Formulating and case-managing wellbeing-promoting interventions
  - Report writing and referral

### Personal attributes specific to the role

- Enjoys working with children
- Energy and Passion for Mental Health/Wellbeing
- Outstanding Communicator
- Ability to prioritise and manage competing demands
- Ability to remain calm in a crisis
- Team Player
- Mature ethical integrity and clear professional boundaries
- Passion for the core Values & Mission of the Uniting Church in Australia
- Evidence of a personal commitment to, and application of 'Total Fitness' (Spiritual, Physical, Social/Emotional and Intellectual Wellbeing)

### Wellbeing Optimization

- Assessing the wellbeing and needs of individuals and groups
- Making recommendations and initiating counselling and other intervention and programs to optimize wellbeing of individuals, groups, staff, parents and the community
- Key contributor and advocate of the positive education and 'Total Fitness' philosophy of the school.

### Counselling

- o Individual & Family counselling/therapy.
- o Professional comprehensive psycho-social and educational assessment and report writing.
- o Keeping of professional records.
- o Case managing and referral as needed.
- o Networking, case-discussions, and Wellbeing Meetings aimed at managing a team approach with parents and outside clinicians and other Knox staff (including Learning Support, teachers, and chaplain)

### Professionalism

- o Maintain Membership of relevant Professional Bodies and Professional Registration.
- o Participation in professional supervision (peer, group and individual).
- o Participate in and share regular relevant professional development.

### Other Duties

- o Provision of seminars and professional development and expert advice on mental health and wellbeing topics to staff and parents.
  - o Provision of psychological guidance and de-briefing to staff
  - o Undertake regular programs of review, appraisal and development.
  - o Contributing to the review and development of student and staff welfare policies.
  - o Initiating preventative, and mental health promoting programs within the broader Positive Education/'Total Fitness' Program.
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- o Participation in Crisis Management as needed.

## QUALIFICATIONS AND SKILLS

### THE SUCCESSFUL APPLICANT

The following qualifications and experience are mandatory for the role:

- o Experience counselling children using evidence-based interventions
- o Current full Professional Psychologist Registration (AHPRA)

The following qualifications and experience are desirable but not mandatory for the role:

- Family Therapy Qualifications and experience.
- School Teaching Experience or experience in counselling in a School Setting
- Clinical Psychology Master Degree
- Psychology Board of Australia approved supervisor to clinical psychology trainees
- Demonstrated ability to effectively participate in a team approach to child wellbeing.
- Working Knowledge and interest in Positive Psychology
- Experience administering & reporting psychometric assessments including the WISC, WAIS & WIAT.
- Experience in facilitating and developing therapeutic groups.
- Experience managing psychological needs in the event of a crisis or critical incident.

## WORK HEALTH & SAFETY

- Actively support and contribute to the maintenance and development of a safe working environment:
- To report incidents or accidents to the appropriate staff as soon as possible.
- To be proactive in reporting WH & S issues.

## APPRAISAL/REVIEW CONDITIONS

The appointee to the position of Psychologist will be required to undergo an annual performance review.

*Please note: All staff are required to provide the School with a current Working with Children Check number in accordance with Child Protection Legislation*