

# Job description

**Job title:** Senior Educational Psychologist  
**Grade:** Soulbury B 5-8 (plus up to 3 SPA points, as agreed)  
**Job family:** Learning and Belonging

## Purpose and impact

To provide management and supervision to a team of Educational Psychologists in order to ensure that a high quality, effective service is maintained.

To ensure that the statutory duties of each member of the team are fulfilled within set timescales.

To take an active role in HR processes, including recruitment, attendance management, leave, travel and performance development reviews.

To support the strategic development of the Educational Psychology Team, including taking lead responsibility for specific areas of EP practice and People – Children strategic developments.

## Key responsibilities

1. Responsibility for contributing to the development of service policies and practice.
2. Responsibility for contributing to planning psychology service delivery in line with national and local policies and drivers, and for contributing to a yearly business plan.
3. Contributing to the evaluation of the effectiveness of the psychology service.
4. Contributing to a multi-agency locality team of professionals covering a geographical area.
5. Contribute to strategic planning in the locality and provide strategic leadership in specific areas of focus across Dorset Council ensuring that the psychology service resources are deployed in a targeted and effective way, including for children and young people with the most significant needs.
6. The provision of quality psychological advice for the statutory assessment process, annual reviews and Special Educational Needs and Disability Tribunals (and for the Education, Health and Care Plan processes).
7. Promoting and developing the training and research role of the psychology service.
8. Contributing to the development of best practice in nurturing children's psychological and emotional wellbeing through effective multi-agency working with colleagues, including Social Care and Health and other partner agencies.
9. Contributing to key strategic and multi-agency developments in relation to psychological well-being and children who are disabled.
10. Contributing to strategic developments in relation to SEN and Inclusion in the Early Years.
11. Act as the lead for area/locality SENDCo network meetings.
12. Contributing to the strategic development of quality provision to meet children's needs, particularly for vulnerable groups.



13. Responsibility for promoting and safeguarding the welfare of children and young people.

NB: The duties and responsibilities of this post are not restrictive, and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.

### **Supervision and management**

Line management will be provided by the Head of Locality and Psychological supervision will be provided by the Principal Educational Psychologist.

### **Other factors**

Resources:

- 14. Personal equipment including mobile phone, laptop and similar equipment.
- 15. Psychological assessment equipment, books and academic resources.

Working Environment:

- 16. Work will be largely based at the locality office base or County Hall, Dorchester or Ferndown Local Office, but will also include visits to schools and settings, work with other agencies and attendance at a range of meetings both within and beyond the county.
- 17. The post may also require the holder to sometimes work in emotionally charged and confrontational situations.

Work Demands:

- 18. The post will require managing potentially conflicting demands on a regular basis and working to deadlines.

### **Our values**

Our values act as guiding principles, defining what we believe is important in the ways we work together. Our values are Respect, Together, Accountability, Openness and Curiosity. You will need to be able to demonstrate these values in action through the way you work, regardless of your role within the organisation. Information about our values can be found on our website.



# Person specification

Your application will be assessed based on your demonstration of how you fulfil the following criteria: you should include clear examples of how you meet these criteria within your application form and during the assessment process.

## Essential

Essential criteria are the minimum requirement for the above post and will be assessed through a combination of your application form, assessment, interview and references (as specified below). We will require evidence of the qualifications, training or registrations listed below.

| <b>Qualifications, training or registrations</b><br>Required by law or essential to the performance of the role or both                             | <b>Assessed through:</b>                    |
|---|---|
| 1. Honours degree in psychology or equivalent which confers Graduate basis for Registration with the British Psychological Society                  | Application form                            |
| 2. Post-graduate qualification in a recognised vocational course for the training of professional Educational Psychologists                         | Application form                            |
| 3. Current registration as an Educational Psychologist with the Health and Care Professions   | Application form                            |
| <b>Experience</b>   |   |
| 4. Successful and wide-ranging experience as an Educational Psychologist within a local authority context, delivering a service to a range of users | Application form                            |
| 5. Successful experience of the use of consultation and solution focused models in Educational Psychology service delivery                          | Application form                            |
| 6. Working with a wide range of settings in which children and young people may learn and be supported  | Application form                            |
| 7. Involving children and families in developing and evaluating the delivery of services  | Application form                            |
| <b>Knowledge</b>  |   |
| 8. Wide knowledge of approaches to Educational Psychology service delivery, particularly consultation based and solution focused models             | Application form<br>Interview<br>Assessment |
| 9. A wide range of psychological theories and research regarding children's learning and development  | Application form<br>Interview<br>Assessment |
| 10. Detailed knowledge of the legislative framework in relation to children with SEN and children who are disabled                                  | Application form<br>Interview<br>Assessment |
| <b>Skills and abilities</b>   |   |
| 11. Ability to manage time well, and to prioritise tasks effectively  | Interview<br>Assessment                     |
| 12. The benefits of inclusion and of inclusive, strengths-based approaches  | Interview<br>Assessment                     |
| 13. Approaches to supervision and support for EPs and other professionals   | Interview<br>Assessment                     |
| 14. Ability to apply psychology in proactive, professional, creative and enthusiastic ways  | Interview<br>Assessment                     |
| 15. Ability to think and plan strategically and to develop and lead new initiatives   | Interview<br>Assessment                     |



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|--|----------------------|
| 16. Ability to work collaboratively with a wide range of other professionals, including senior officers, schools and settings          | Interview Assessment |
| 17. Ability to communicate effectively with a wide range of professionals, and with service users, including children and young people | Interview Assessment |
| 18. Professional frameworks and professional accountability in relation to the delivery of effective Educational Psychology Services   | Interview Assessment |
| <b>Our values</b>  |                      |
| 19. Respect  | Interview Assessment |
| 20. Together   | Interview Assessment |
| 21. Accountability   | Interview Assessment |
| 22. Openness   | Interview Assessment |
| 23. Curiosity  | Interview Assessment |
| <b>Other</b>   |                      |
| 24. A commitment to promoting equality, diversity and inclusion  | Application form     |
| 25. Ability to meet the physical and travel/mobility requirements of the post (with or without reasonable adjustments)                 | Application form     |
| 26. Evidence of relevant continuing professional development activities  | Application form     |

## Desirable

Desirable criteria will be used in the event of multiple applicants meeting the minimum essential requirements and if applicable, will be assessed through a combination of your application form, assessment, interview and references (as specified below). If you meet the desirable criteria, we will require evidence of the qualifications, training or registrations listed below.

| <b>Qualifications, training or registrations</b>   | <b>Assessed through:</b>                 |
|--|--|
| 27. Training in solution oriented/solution focused approaches and consultation models of service delivery                  | Application form                         |
| 28. Formal management qualification  | Application form                         |
| 29. Professional doctorate in Educational Psychology   | Application form                         |
| <b>Experience</b>  |  |
| 30. Experience of providing professional supervision to Educational Psychologists  | Application form                         |
| 31. Experience of leading and managing projects/initiatives and of implementing change                                     | Application form                         |
| 32. Successful experience of joint strategic work with professionals across Children's Services, Health and other agencies | Application form                         |
| 33. Experience of leading cross service strategic developments   | Application form                         |
| <b>Knowledge</b>   |  |
| 34. Quality standards and performance monitoring systems for Educational Psychologists                                     | Application form<br>Interview Assessment |



| Skills and abilities  |                      |
|---|----------------------|
| 35. Effective approaches to strategic leadership and team management  | Interview Assessment |
| 36. Ability to provide effective leadership and to build successful teams   | Interview Assessment |
| 37. Ability to use performance indicators and performance data to plan and monitor and improve the delivery of services | Interview Assessment |
| 38. Ability to hold a strategic position, to listen to opposing views and to maintain a strategic direction             | Application form     |

## Approval

Manager's job title: Principal Educational Psychologist

Date: April 2025 – Updated June 2026

