**Position Title: Psychologist**

**Classification: AH3**

**Group / Division: Regional Services Group**

The paragraphs shown in grey are standard statements that cannot be altered. Enter the specific position details in the boxes below.

**Organisation Environment**

The role of the Department of Education & Training is to support Victorians to build prosperous, socially engaged, happy and healthy lives. It does this by supporting lifelong learning and healthy development, strengthening families and helping to equip people with the skills and knowledge for a 21st century economy and society.

The Department's responsibilities cover three overlapping life stages:

* Early childhood development (birth to eight) - covering health, learning and development services
* School education (five to eighteen) - covering primary, secondary and special school services for children and young people from Prep to Year 12
* Higher education and skills (fifteen and over) - covering higher education, vocational education and training, apprenticeships and traineeships, and adult, community and further education.

The goal over the next decade is to place Victoria’s education and development outcomes into the global top tier. Four areas of focus that will contribute to measurable improvements are:

* **Achievement** – raise standards of learning and development achieved by Victorians using education, development and child health services
* **Engagement** – Increase the number of Victorians actively participating in education, development and child health services
* **Wellbeing** – Increase the contribution education, development and child health services make to good health and quality of life for all Victorians, particularly children and young people
* **Productivity** – Increase the economic and social return on expenditure on the Department’s services.

The Department currently comprises of the following structure:

* Seven central business groups – Early Childhood and School Education Group; Higher Education and Skills Group; Strategy and Performance Group; Policy Reform Group; Regional Services Group; Infrastructure and Finance Services Group; and People and Executive Services Group
* Four Departmental regions – North-Eastern Region; North-Western Region; South-Eastern Region;
* and South-Western Region
* Three independent statutory authorities: the Victorian Curriculum and Assessment Authority (VCAA), the Victorian Registration and Qualifications Authority (VRQA) and the Merit Protection Board (MPB) (MPB)

Staff work in a diverse range of roles across the Department. The Department recognises that its people are its greatest asset, and having the right people and culture are integral to fulfilling our goals. The Department strives to be an organisation that respects the skills and contribution of its people, and values innovation and collaboration.

The Department also works in conjunction with the following statutory bodies: Adult, Community and Further Education Board; Children's Services Coordination Board; Disciplinary Appeals Boards; Victorian Children's Council; and Victorian Institute of Teaching.

Further information about DET is available at [www.education.vic.gov.au](http://www.education.vic.gov.au/)

**Work Area**

The purpose of Student Support Services is to assist children and young people facing a range of barriers to learning to achieve their educational and developmental potential through the provision of a range of strategies and specialised support at individual, group, school and network levels.

Student Support Services comprise a broad range of professionals including psychologists, speech pathologists, social workers and visiting teachers. Student Support Services Officers work as part of an integrated health and wellbeing team within networks of schools, focusing on providing group based and individual support, workforce capacity building, and the provision of specialised services.

Student Support Services (SSS) do vital work in supporting students’ health and wellbeing – particularly our most vulnerable students – and SSS are critical to building an excellent education system that reduces the impact of disadvantage.

As part of the Government’s commitment to an [Education State,](http://www.education.vic.gov.au/about/educationstate/Pages/default.aspx) the Government has:

* set ambitious targets for all Victorian students, not only in academic pursuits, but also in their resilience, creativity and health and wellbeing.
* implemented a [new regional operating model](http://www.education.vic.gov.au/about/educationstate/Pages/regions.aspx), creating 17 Areas within the Department’s four regions. A key feature of the new model is the creation of multi-disciplinary area based teams to ensure that a holistic, focused and complementary set of skills and resources are available to those most in need.
* made health and wellbeing a key Education State reform area for development and the Department is looking at a wide variety of options in this area.

There is a clear link between the work of the SSS and the new regional operating model. The Department intends to align the SSS workforce with the new regional operating model and broader Education State reforms by the start of 2017.

**Organisational Values**

**Victorian Public Sector Values**

DET employees commit to the public sector values as outlined in Section 7 of the Public Administration Act 2004:

**Responsiveness**

• Providing frank, impartial and timely advice to the government

• Providing high quality services to the Victorian community

• Identifying and promoting best practice

**Integrity**

• Being honest, open and transparent in their dealings

• Using powers responsibly

• Reporting improper conduct

• Avoiding real or apparent conflicts of interest

• Striving to earn and sustain public trust at the highest level

**Impartiality**

• Making decisions and providing advice on merit without bias, caprice, favouritism or self-interest

• Acting fairly by objectively considering all relevant facts and applying fair criteria

• Implementing Government policies and programs equitably

**Accountability**

• Working to clear objectives in a transparent manner

• Accepting responsibility for their decisions and actions

• Seeking to achieve best use of resources

• Submitting themselves to appropriate scrutiny

**Respect**

• Treating others fairly and objectively

• Ensuring freedom from discrimination, harassment and bullying

• Using their views to improve outcomes on an ongoing basis.

**Leadership**

• Actively implementing, promoting and supporting these values

**Human rights**

• Making decisions and providing advice consistent with the human rights set out in the Charter of Human Rights and Responsibilities Act 2006

• Actively implementing, promoting and supporting human rights.

**Accountabilities**

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| * Provide high level psychology support services to school age students to improve student learning. * Undertake advanced wellbeing interventions that support students and schools * Assist the coordination of student support services within a multi-disciplinary team. * Contribute to student wellbeing policy development * Provides leadership, professionally and operationally, within a multi-disciplinary student support team. * Support teachers in the development of educational programs, particularly in respect to students with additional needs. * Provide authoritative professional advice in relation to issues involving student wellbeing. * Collaborate with and provide advice to other student support services team members in respect to complex cases. * Contribute to the professional development of other psychologist support service team members. * Liaise with community service organisations, DHS, hospitals, specialist programs and other professionals regarding the support needs for students. |

**Key Selection Criteria**

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| * Suitable experience in the initiation, development and implementation of programs, procedures and policies that foster resilience in children and young people and address their physical, social and emotional needs to support to support their educational needs * Capacity to provide a leadership within a multidisciplinary team delivering a range of wellbeing support services to school students. * Ability to provide professional learning that informs and influences the work of others involved in the engagement and wellbeing of students, such as other wellbeing support staff and teachers. * Highly developed capacity to assess, conceptualise and analyse student wellbeing issues that translate to improving student support services. * Highly developed communication, networking and interpersonal skills. range of people in the education community and beyond. |

**Qualifications**

Give details of any qualifications mandatory for performing the role. *(Eg. for a position classified as Allied Health - a tertiary degree level qualification in appropriate Health Sciences, Physiotherapy, Psychology, Early Childhood Education, Special Education, Social Welfare Practice, Speech Pathology, Occupational Therapy or Social Work).*

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| A graduate or post-graduate qualification in psychology or equivalent; and Registration with the Australian Health Practitioners Registration Agency (AHPRA). |

**Accreditations**

Provide details of any accreditations mandatory for performing the role. *(Eg. for a position classified as Allied Health - registration with the Psychologists Registration Board of Victoria).*

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**Minimum Mandatory Requirements**

I have not received a Voluntary Departure Package from the VPS in the last three years

**Other Relevant Information**

* Applicants should keep a copy of the position description as it cannot be accessed once the job has closed.
* Candidates are advised that the key selection criteria must be addressed. Visit http://www.careers.vic.gov.au/vacancies/tips-for-applying for guidelines and tips for applying for government positions and addressing key selection criteria.
* The Department of Education & Training (DET) is committed to diversity. The Department places considerable effort and resources into responding to the needs of employees with a disability. People from disadvantaged groups are encouraged to apply for this position.
* Successful applicants are subject to a satisfactory criminal record check prior to employment. New DET employees are required to meet the cost of the criminal record check.
* If appointed from outside DET, successful applicants will be required to complete a pre-employment health declaration.
* A probationary period of up to 3 months may apply for a person appointed to an ongoing position from outside the Public Service or the Teaching Service.
* All DET employees are required to comply with relevant legislation, including legislation regarding the management of Departmental records, the Code of Conduct for Victorian public sector employees and Departmental policies and procedures in the conduct of their employment.
* Standard public service terms and conditions apply. Information about DET's operations and employment conditions can be obtained from the following websites: www.education.vic.gov.au and www.education.vic.gov.au/hrweb.
* To support DET's commitment to its Environmental Management System, DET employees are expected to act in an environmentally responsible manner at all times.
* For Allied Health employees working in the regions, a current driver's licence is mandatory, and a capacity to access private transport with approved comprehensive insurance cover.
* For regulatory early childhood employees working in the regions, a current driver's licence is mandatory.

**Privacy Notification**

We are collecting your personal information for the purposes of processing and considering your application for employment. We will use and disclose the information we collect from you only for these purposes. Unsuccessful job applications are retained for six (6) months and then securely destroyed.

Your personal information is kept secure and confidential and managed in accordance with the Department of Education & Training Information Privacy Policy. If you have any concerns about how your information is being managed or wish to obtain a copy of the Department's Information Privacy Policy please contact Corporate HR Services on 9637 3828 or visit our website <http://www.education.vic.gov.au/Pages/privacypolicy.aspx>