



Ard Aoibhinn Services

Qualifications and Particulars of Employment

Permanent Full Time Clinical Psychologist (Basic Grade)

1. Tenure of Employment

This is a permanent full time post working 74 hours per fortnight. Normal retirement age is 65 year.

2. Professional Qualifications, Experience etc

The appointee must:

- Hold a recognised University degree or diploma in which clinical psychology was taken as a major subject

Or

- Hold a recognised post graduate qualification in which clinical psychology was taken as a major subject

Or

- Hold a recognised equivalent qualification.

Experience of working as a member of a team is essential.

3. Remuneration (per annum)

In line with Consolidated Payscale @ 1st October 2021 for Clinical Psychologist

4. The normal working week will be 37 hours, however, flexible hours, including weekends and evenings may be required. Starting and finishing times will be notified to, and agreed with, the appointee from time to time by the Manager of Services or his deputy.
5. The post will cover all of County Wexford and the appointee will be required to be located south of the County for 2 days and North of the County for 2 days, the fifth day being flexible.

6. Health

The successful candidate must be free from any condition, which would render him/her unsuitable to hold the appointment, and must be in a state of health as would indicate a



reasonable prospect of ability to render regular and efficient service. To satisfy this qualification, the successful candidate will be required to undergo a medical examination by the Occupational Health Nurse/Physician. The candidate will be liable for the cost of the medical examination.

7. Duties

The general duties of the appointment are as described in the attached Job Description.

8. A short list of candidates to attend before the Selection Board will be prepared by the selection Board from an examination of statements of qualifications furnished by the candidates.

9. The Manager of Services will notify the successful candidate of the mandatory/compulsory courses/training which employees are obliged to attend. Mandatory training, for example, manual handling, health and safety courses etc., form part of the conditions of employment along with the Organisation's statutory obligation.

10. Note re Canvassing

Any attempt by candidates themselves or by any person(s) acting at their instigation directly or indirectly, by means of written communication or otherwise to canvass or otherwise influence in the candidates favour any member of the staff of Ard Aoibhinn Services or person nominated to interview or examine applicants, will automatically disqualify the candidate for the position they are seeking.



Ard Aoibhinn services

Wexford

JOB DESCRIPTION

JOB TITLE: Permanent Full Time Psychologist (Basic Grade)

REPORTS TO: Manager of Services, or their Designate

ACCOUNTABLE TO: CEO, Manager of Services
or such other authorised person as the CEO may designate.

DUTIES

The person appointed will lead the School leaver's multi-disciplinary support Team. Initially this will consist of the Psychologist and a Behaviour Therapist, however it is expected that this team will grow over the next number of years to include other disciplines.

Subject to the agreed policies and procedures of Ard aoibhinn services the person appointed shall:

Advocacy & Rights

- 1 Respect each person who uses services as an equal citizen.
- 2 Uphold and respect the human, legal and constitutional rights of each person who uses services, recognising their individuality and equality, and empowering them to grow, thereby achieving the highest possible level of personal autonomy.
- 3 Facilitate, encourage and develop the choice and decision making skills of people who use services.
- 4 Facilitate, encourage and develop the self-advocacy skills of and opportunities for involvement in advocacy for people who use services.

Clinical

- 5 Participate in the organisation and development of psychological services for the support of School leavers in the Wexford Area
- 6 Apply appropriate psychological procedures to people who use services referred for psychological evaluation and report thereon to such people who use services, their families and the referring agents.
- 7 Design, plan, implement, monitor and evaluate therapeutic plans aimed at remedying specific difficulties and enhancing the overall development of people who use services.
- 8 Liaise with other service staff in the formulation of behaviour support plans and psychological interventions.
- 9 Attend as and when required at any of the organisations premises or premises of any organisation (private, voluntary or HSE) in Co. wexford at which organisations provide



services for people with intellectual disability for the purpose of providing appropriate psychological services.

- 10 Work as part of the service team towards effective delivery of a variety of group and individual plans.
- 11 Develop different forms of intervention to deal with episodes of challenging behaviour in a preventative rather than a reactive fashion.
- 12 Assist in the assessment of challenging behaviour in different service areas.
- 13 Provide debriefing and support for staff in County Wexford following an incidence of challenging behaviour.

Management and Leadership:

- 14 Participate in and contribute to the planning of psychological service developments for School Leavers with intellectual disability both organizationally and in the County.
- 15 Support and receive support from any psychologist colleague(s) assigned to the same area through regular contact and the use of peer support models.
- 16 Be familiar with and ensure that policies, procedures and codes of practice of the Services are adhered to.
- 17 Ensure that all records in relation to people who use services are up to date, correctly filed and managed as per the service's records management system.

Financial

- 18 Ensure that goods and services received are prudently used for purposes intended, and that all such goods and services are properly accounted for.

Communication

- 19 Develop and maintain good working relationships with department staff, key workers, teachers, families, members of the multidisciplinary team, administration staff, and personnel from the Health Service Executive.
- 20 To work as an active member of the interdisciplinary teams and to seek collaboration and joint working with colleagues across disciplines for the benefit of individuals supported and their families.
- 21 Attend and participate fully in regular staff meetings where all aspects of the Department are discussed with a view to maintaining high standards.
- 22 Promote open communication among staff and good levels of staff morale.
- 23 Develop and maintain effective working relationships with:
 - People who use services and their families
 - Other members of the Department
 - Members of the multidisciplinary teams
 - All other staff involved in the provision of both residential and day services
 - Personnel from the HSE and other state agencies
- 24 Operate effectively as a member of multi-disciplinary teams to which assigned in promoting the best interests of the individuals in the relevant service areas.



- 25 Encourage families of people who use services to develop their involvement in the ongoing development of the person.
- 26 Organise, attend and participate fully in meetings as required. Record meetings in line with agreed procedures.
- 27 Participate fully with the implementation of a team based performance management approach to achieving the goals of the Services' strategic plan.

Training and Development

- 28 Be informed of current developments in services for people with intellectual disabilities e.g. Person Centred Planning, Personal Outcome Measures, Human Rights and Citizenship.
- 29 Attend and contribute appropriately at lectures, courses and meetings as required and share information and knowledge gained with colleagues.
- 30 Be responsible for identifying personal training and development needs and communicating them to the Manager of Services or Designate.
- 31 Attend mandatory training courses and achieve required standard.
- 32 Develop and deliver training programmes as per Service needs

Health and Safety

- 33 Be conscious of health and safety matters in the work place and in particular to comply with employees' obligations as set out in the Safety, Health and Welfare at Work Act, 2005 and to ensure that the procedures set out in the Safety Statement are implemented at all times.
- 34 Carry out regular safety audits and fire drills.
- 35 Be conversant with existing fire regulations and emergency procedures and participate in the implementation of same. Make people who use services aware, in so far as possible, of Fire Drill procedures.
- 36 Ensure equipment is properly operated and maintained.
- 37 Report accidents/irregularities or other matters of safety concern to the Head of Department or such person as the Employing Authority may designate.
- 38 Identify risk, assess and document appropriately.

Flexibility

Employees are expected to have a high level of flexibility and a willingness and ability to develop new approaches to their work. Duties and responsibilities of any post in the Services are likely to change with the ongoing needs and developments of the Services. Employees will therefore be required to carry out such other duties appropriate to their employment as may be assigned to him/her from time to time.

Confidentiality

In the course of the employment the appointee may have access to, or hear information concerning the medical or personal affairs of people who use services and/or staff, or other health service business. Such records and information are strictly confidential and unless acting on the instructions of an authorised



officer, on no account must information concerning people who use services, staff, or other health service business be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required. The appointee is expected to maintain confidential, accurate and up to date records.

April 2022



ARD AOIBHINN SERVICES

PERSON SPECIFICATION

Permanent Full Time Clinical Psychologist (Basic Grade)	
Qualifications/Education	
Essential	Desirable
<ul style="list-style-type: none"> Degree/Diploma in Psychology or recognised post graduate qualification in Psychology 	<ul style="list-style-type: none"> Clinical experience in field of intellectual disability e.g. behaviour analysis or other area
Experience	
Essential	Desirable
<ul style="list-style-type: none"> Experience in planning, implementing, monitoring and evaluating therapeutic plans Experience in applying appropriate psychological procedures to people who use services referred for psychological evaluation and psychometric assessment and evaluation. 	<ul style="list-style-type: none"> Experience working with people with intellectual disabilities
Knowledge	
<ul style="list-style-type: none"> Current developments in services for people with intellectual disabilities Therapeutic plans aimed at remedying specific difficulties Ability to conduct psychometric assessments. 	<ul style="list-style-type: none"> Health and safety requirements Personal Outcomes measures
Competencies/Skills	
Essential	Desirable
<ul style="list-style-type: none"> Ability to work as part of a team Ability to develop good working relationships with a range of individuals/agencies Excellent written and verbal communication skills Ability to impart knowledge to others 	<ul style="list-style-type: none"> Computer literate
Attributes	
Essential	Desirable
<ul style="list-style-type: none"> Self motivated and enthusiastic Flexible Confident and positive 	