**JOB DESCRIPTION**

**ROLE: ASSISTANT PSYCHOLOGIST**

**REPORTING TO: HOSPITAL PSYCHOLOGIST**

**SALARY: £19,000/-**

**LOCATION: CYGNET CEDARS**

**Main purpose of the Job:**

To undertake psychological assessment, report writing, clinical formulation and psychological interventions under the direction and supervision of the nominated clinician who holds clinical responsibility.

To facilitate clinical and therapeutic input into Cygnet settings by assisting qualified staff (i.e. clinical psychologists, with assessment, report writing, behavioural management schedules, functional analysis and specific assessments as deemed appropriate by the Clinician.

To undertake any tasks, duties and projects that are deemed necessary to support the smooth-running of patient’s care programmes, baseline assessments and specific therapies with supervision from the Psychologist.

To assist in clinically related administration, conduct of audits, collection of statistics, development of audit and / or research projects, teaching and project work as agreed and delegated by the Psychologist.

To act as a liaison point between the Psychology team and care staff in Cygnet settings.

**Working Environment:**

The post holder will be based in:

**CYGNET CEDARS** – **Birmingham - B9 5LY**.

**Duties and Responsibilities:**

* Following appropriate induction and under direction and supervision, to undertake protocol based psychological assessments of patients including standard psychometric tests, standard risk assessments, self-report measures, rating scales, direct and indirect structured observations and semi-structured interviews with patients and others involved in the client’s care.
* To undertake any administrative tasks that may assist the clinical team’s work into Cygnet settings.
* To act as a point of liaison between the clinical team and residential staff where appropriate.
* To carry out research, audit and service evaluation under supervision.
* To support the development and use of clinical team databases as required using IT and statistical programmes under supervision.
* To complete literature searches, collate resources and information, and engage in other tasks as requested by the clinical team.
* To facilitate the role of the clinical team input into Cygnet settings by helping staff to work through baseline assessment and care programmes with patients.
* To write reports as appropriate that provides summaries of assessment or intervention, as overseen and endorsed by the Psychologist.
* To assist Clinical staff in carrying out prescribed interventions both via staff and directly, in evaluating outcomes and in writing appropriate reports.
* To maintain comprehensive clinical notes and consultation records as required. This includes case files and electronic record system.
* To work within professional standards of practice in consultation with the post-holder’s professional manager and in accordance with professional codes of practice of the British Psychological Society and Cygnet requirements.
* To undertake any other duties as required to support the running of the service

**PERSON SPECIFICATION**

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|  | **Essential** | **Desirable** |
| **Qualifications** | * Bachelor’s degree in psychology – 1st class or 2.1
* Graduate membership with the British Psychological Society (BPS)
* Experience, voluntary or paid, in working with vulnerable persons
 | * Postgraduate qualification in applied psychology or other relevant area of study
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| **Knowledge, Skills & Experience** | * Good knowledge of developmental psychology including attachment theory
* Good knowledge of clinical psychology including theoretical models
* Knowledge of psychological assessment including psychometric testing
* Excellent organisational skills
* Highly motivated and keen to develop knowledge and skills in applied psychology
* Ability to work reflectively
* Ability to engage in supervision and to be proactive in preparing for this
* Possesses good self-awareness and appropriate self-care skills
* Ability to work flexibly and efficiently
* Excellent team player
* Excellent communicational skills in terms of verbally conveying information and producing high quality written reports
* Excellent skills in collecting, organising and analysing data including use of IT (Access, Excel, SPSS)
 | * Previous experience of liaising with professionals working in mental health services
* Experience of administering risk assessments
* Experience of carrying out or contributing to audit
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