Clare Early Intervention Service (CEIS) is a dynamic partnership formed between the Brothers of Charity Services Ireland – Clare Region, Enable Ireland, the Clare Federation and the HSE. The partnership is responsible for the provision of Services to children from 0-6 years who are at risk of developmental delay.

1. Tenure of Employment
   Post is Permanent Part-Time.

2. Probation
   A probationary period of nine months from the date of appointment applies to the post. The employment may be terminated at any time during the probationary period should the employer find that the appointee is unsuitable to continue employment. The probation period may be extended at the Employer’s discretion.

3. Performance Review
   During the period of your employment, your work performance will be monitored and assessed and if found to be unsatisfactory, your employment will be terminated, at the absolute discretion of Management.

4. Pension
   Membership of a Superannuation Scheme is compulsory for all staff. The terms of the Service’s Pension Schemes are those prescribed under the terms of the Health Agency Schemes:
   - Entrants prior to 31st December, 2012 are members of the Nominated Health Agency Superannuation Scheme (N.H.A.S.S.).
   - New Entrants after 1st January, 2013, are members of the Single Public Service Pension Scheme.

5. PRSI
   The Class A rate of PRSI contribution will apply to all temporary/permanent appointees.

6. Sick Pay Scheme
   The terms and conditions of the Sick Pay Scheme will apply.

7. Qualifications
   A. On the latest date for receiving applications for the office, the candidate must:
      a. Hold a recognised University degree or diploma obtained with first or second class honours in which psychology was taken as a major subject and honours obtained in that subject, \textit{and}
      b. Hold a recognised\footnote{Recognised by the Psychological Society of Ireland or the British Psychological Society.} postgraduate qualification in Clinical Psychology.
   B. Each candidate must possess the requisite knowledge and ability (including a high standard of suitability) for the proper discharge of the duties of the office.

Applicants must possess the competencies and skills appropriate to working with persons with an intellectual disability.

The Brothers of Charity Services Ireland – Clare Region reserves the right to determine relevant qualifications for the post.
8. **Hours of Duty**  
37 hours per fortnight.

9. **Annual Leave**  
25 days per annum (pro-rata basis).

10. **Remuneration**  
Remuneration will be based on the Department of Health Psychologist Salary Scale (01/11/2013 Merged) commencing at €49,585 per annum basic before premium pay (pro-rata), commensurate with qualifications and experience.
Accountability and Working Relationships:

Job Title: Staff Grade Clinical Psychologist

Service: Clare Early Intervention Services

Salary: Basic Grade Scale – Commensurate with qualifications and experience.

Managerially Accountable to: Clinical Manager, Clare Children’s Services

Clinical Line Manager: Principal Clinical Psychologist, Brothers of Charity Services Ireland – Clare Region

Liaise With:

Within the Organisation
Members of the Early Intervention Team
Principal Clinical Psychologist, BOCSI – Clare Region

Outside the Organisation
Families of children with developmental disabilities
Early childhood Education Sector
Education agencies
Relevant professional staff throughout the HSE Mid-west.
Other statutory and community bodies

Background:
To provide holistic, effective, efficient and equitable early intervention services in accordance with the goals, objectives and policies of the Clare Early Intervention Service.

Principal Duties and Responsibilities:
The Basic Grade Clinical Psychologist will, as a member of the Early Intervention Team, assist in the provision of high quality early intervention services to children and their parents/caregivers in accordance with the HSE Mid-West Early Intervention Specifications.

1. To work as a member of the Early Intervention multidisciplinary Team.
2. To participate in implementing outcomes and goals of individual plans.
3. To establish and maintain effective relationships with parents/caregivers.
4. To participate in individual comprehensive assessments.
5. To assist in planning, intervention and strategies that can be facilitated in play-based learning environments.
6. To use specialist skills and knowledge to contribute to a team approach to promote best outcomes for the child.
7. To participate in individual planning meetings.
8. To assist families to access inclusive early childhood settings for their child

9. To develop and support a partnership approach to the delivery of services with other agencies involved in the delivery of services to children.

10. To undertake appropriate clinical assessment and intervention.

11. To develop and implement, individually or as a member of a team, agreed programmes by working collaboratively with parents, caregivers, teacher’s, educators, early childhood support workers and other professionals.

12. To ensure that professional input complies with best-practice guidelines and is evidence-based.

13. To participate in professional supervision in relation to work practice.

14. To be available to offer supervision where appropriate and as decided by the Principal Clinical Psychologist.

15. To maintain appropriate professional records and records for audit as required.

16. To participate in the service’s training and information programme to parents and staff.

17. To participate in research projects relevant to the area of work.

18. To participate in the recruitment and training of new staff.

19. To raise awareness in the local area of the service being provided.

20. To promote a family-centred approach to the planning and delivery of services.

21. To facilitate the expanding role of parents/guardians within our services.

22. To participate in Continuing Professional Development in line with professional recommendations.

23. To be aware of and conform to all relevant Organisational Policies and Procedures.

25. To ensure that all matters relating to individuals availing of services are confidential.

26. To be conscious of Health & Safety matters in the workplace and, in particular, to comply with employees’ obligations as set out under Section 9 of the Safety, Health and Welfare at Work Act, 2005. Ensure that the procedures set out in the Safety Statement are implemented at all times. Become familiar with and practise fire drill procedures within places of work, i.e. fire detection, evacuation and fire fighting.

27. Ensure that all accidents are reported promptly.

28. To attend all training that is offered to you, so that you fully understand and work with all the procedures and guidelines within the organisation, with a particular emphasis on those concerned with alleged abuse.

29. To perform such other duties as may be assigned from time to time by the Service Leader (or Designate).

30. As the duties and responsibilities of any post in the Services are likely to change with the ongoing needs of the Service, staff are expected to have a high level of flexibility, and a willingness and an ability to develop new approaches to their work. The context of this post may change as the organisation grows.

This Job Description is intended as a basic guide to the scope and responsibilities of the position, it is subject to regular review and amendment as necessary.
BROTHERS OF CHARITY SERVICES IRELAND – CLARE REGION
CLARE EARLY INTERVENTION SERVICES

PERSON SPECIFICATION

POST OF STAFF GRADE CLINICAL PSYCHOLOGIST (Ref: 31/17)

LOCATION : COUNTY CLARE (OFFICE BASE ENNIS)

1) **Qualifications/Experience**

   C. On the latest date for receiving completed application forms for the office, each candidate must –

   c. Hold a recognised University degree or diploma obtained with first or second class honours in which psychology was taken as a major subject and honours obtained in that subject, and

   d. Hold a recognised postgraduate qualification in Clinical Psychology.

   D. Each candidate must possess the requisite knowledge and ability (including a high standard of suitability) for the proper discharge of the duties of the office.

2) **Experience**

   a) **Essential:**

      i) Extensive experience working with children and their families.

      ii) Knowledge of the range of current assessment and intervention practice in Early Intervention. Knowledge of inclusive practice which facilitates integration of children.

      iii) Knowledge and experience of working in multi-disciplinary teams and experience with inter-disciplinary assessment and intervention.

      iv) Experience of family and individual work with children with psychological and behavioural difficulties.

      v) Knowledge of the range of disabilities and their implications for learning, behaviour and family.

   b) **Desirable:**

      i) Experience working with children with developmental difficulties and their families.

      ii) Experience in the area of service development for children with special needs and their families.

      iii) Experience of working in a range of different services for children.

3) **Skills/Abilities**

   The post holder will have:

   - Ability to practice in a family centred way.
   - Ability to translate specialist knowledge into practical information that will assist in the development, provision and support of individual programmes.
   - Ability to share knowledge that empowers both the individual child and those supporting the programme to meet the child’s needs.
   - Excellent organisational skills
   - Strong interpersonal skills, particularly relating to the establishment of effective relationships with families.

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2 Recognised by the Psychological Society of Ireland or the British Psychological Society.
• Ability to develop networks and relationships with a range of agencies.
• Knowledge of a broad range of assessment techniques and materials.
• Ability to coach and up-skill others.
• Ability to work effectively within a team structure.
• A thorough understanding and appreciation of inter-agency partnerships.
• Good knowledge of a range of theoretical models and their application in clinical settings.
• Ability to work with a wide range of clients and staff.

**Additional Requirements:**
• Commitment to family-centred practice
• Excellent verbal and written communication skills
• Creativity and flexibility
• Word processing skills
• Car owner and holder of a valid current driving licence