

## APPLICANT PACK

### Psychology Manager

Thank you for your interest in the above role. Below, you will find the job description and person specification, outlining how the different criteria will be assessed throughout the recruitment process. You will also find information on the recruitment and selection process and key dates.

#### Job Description

<b>Job Purpose</b>	
The post holder will contribute to the range of functions performed by psychological services with an emphasis on the implementation of offending behaviour programmes and risk assessment and management, all of which contribute to the Scottish Prison Service (SPS) vision of helping to build a safer Scotland.	
<b>Key Responsibilities</b>	
1	To carry out risk assessments, as commissioned locally and, where necessary, contribute to meetings regarding the findings of those reports. Where appropriate, to case manage, under supervision, those prisoners subject to an Order for Lifelong Restriction (OLR).
2	To contribute to the implementation and evaluation of identified relevant interventions for all prisoners. Potential programme areas could include (but are not limited to) violence, sexual offending, and substance misuse.
3	To provide supervision and support to those staff responsible for direct delivery of the programmes and any other relevant interventions. There may also be a need for some programme delivery, if operationally required.
4	As well as working as part of the Psychology team, establishing and maintaining positive links with other (non-psychology) SPS staff and, with the range of community partners that play an important role in the rehabilitative work with prisoners.
5	Prepare and present reports for the senior management team, appropriate qualified psychologists and staff from other disciplines within SPS and the wider criminal justice setting.
6	Line management responsibility for Psychologists in the establishment.

#### Person Specification & Assessment Information

Our selection approach is based upon the principle of merit which means that we will look to appointment the person who best meets the requirements of the role as outlined in the person specification. In determining the most meritorious candidate, applicants will be assessed against the published criteria during the selection process, as detailed below. The

most meritorious candidate will be the one who best meets the essential criteria for the role. Performance against any published desirable criteria will only be considered where two or more candidates have performed equally against the essential criteria and there is a need to use the desirable criteria to identify the preferred candidate.

Criteria	Essential/Desirable?	When assessed?
<b>Qualifications</b>		
Candidates must hold a degree in Psychology conferring Graduate Basis for Registration.	Essential	Application
Candidates must have a BPS accredited postgraduate level qualification in Forensic Psychology	Essential	Application
<b>Experience</b>		
<p><b>Professionalism</b></p> <p>Actively working towards registration with a professional body as a Chartered or Registered Forensic Psychologist. Must be enrolled for Stage 2 of the Qualification in Forensic Psychology, or currently working towards registration with the Health Care Professions Council. Candidates should be able to evidence that they are at least half way through their training route.</p>	Essential	Application Interview
<p><b>Forensic Psychology</b></p> <p>Extensive experience of working as a Psychologist within a forensic setting.</p>	Essential	Application Interview
<p><b>Offending Behaviour Programmes</b></p> <p>Experience of implementing offending behaviour programmes. This must include programme delivery and supervision. Other aspects, such as delivering training are desirable.</p>	Essential	Application Interview

<b>Knowledge &amp; Skills</b>		
<p><b>Risk Assessments</b></p> <p>Understanding of psychological risk and risk assessment tools, and experience of writing psychological risk reports.</p>	Essential	Interview Presentation
<p><b>Organisational Awareness</b></p> <p>Understanding of and commitment to SPS aims, vision and values and the organisations contribution to the wider criminal justice agenda.</p>	Essential	Interview
<p><b>Management &amp; Supervision</b></p> <p>Ability to manage staff and assist their development to achieve desired outcomes.</p>	Essential	Interview
<p><b>Communication</b></p> <p>Excellent communication skills at all organisational levels. Can communicate effectively with any audience clearly and concisely in person and in writing.</p>	Essential	Presentation Interview

## Selection Process Key Dates

<b>Vacancy Closes for Applications</b>	<b>29 May 2019</b>	<b>Time</b>	<b>23:55</b>
<b>Application Review</b>	<b>05<sup>th</sup> June 2019</b> Your application will be reviewed to determine whether you will be shortlisted for the next stage of the assessment process.		
<b>Cognitive Ability Testing</b>	<b>07<sup>th</sup> June 2019 – 14<sup>th</sup> June 2019</b> All applicants that meet the application review criteria will be invited to complete online cognitive ability testing.  The results of this will be considered alongside your application.		
<b>Interview Date*</b>	<b>Date: Either 25/26/27 June 2019</b> The assessment day will consist of a Presentation and Interview. Further information will be provided to candidates progressing to this stage.		

**\*please note interview dates are subject to change.**

If you have any queries regarding the vacancy or have a disability which you feel may affect your performance at any stage in the recruitment and selection process, please contact **Laura O'Mackie** by email at: [Laura.O'Mackie@sps.pnn.gov.uk](mailto:Laura.O'Mackie@sps.pnn.gov.uk) or by telephone on: **01324 710 475** to allow reasonable adjustments to be made to assist you.

