



Secretariat for Catholic Education

CALL FOR APPLICATION FOR THE POST OF SENIOR EDUCATION SUPPORT PRACTITIONER (PSYCHOTHERAPIST) WITH THE SECRETARIAT FOR CATHOLIC EDUCATION

The Secretariat for Catholic Education would like to remind all interested applicants that it has zero tolerance policy towards any form of child abuse. The Secretariat for Catholic Education adheres to S.L.327.546 (Recruitment, Initial Training and Continuous Professional Development of Personnel and Protection of Minors in Compulsory Education Regulations 2016) in its recruitment process. It also adheres to the Maltese Ecclesiastical Province Statement of Policy and Procedures in Cases of Sexual Abuse published in November 2014.

Nomenclatures denoting the male gender also include the female gender.

1.0 Introduction

1.1 The Director for Curriculum and Standards invites applications for the post of Senior Education Support Practitioner (Psychotherapist) with the Secretariat for Catholic Education as from **1st September, 2022**.

2.0 Terms and Conditions

2.1 This appointment is subject to a probationary period of twelve (12) months, is on full-time (indefinite) basis and is subject to all applicable rules and regulations, particularly those established in the Church Schools Sector and of the Secretariat for Catholic Education.

2.2 The salary for the post of a Senior Education Support Practitioner (Psychotherapist) is Salary Scale 8, which in 2022 is €24,845.00 per annum, rising by annual increments of €486.83 up to a maximum of €27,765.98.

2.3 A Senior Education Support Practitioner (Psychotherapist) will progress to Salary Scale 7, which in 2022 is €26,438 per annum, rising by annual increments of €531.17 up to a maximum of €29,625.02 on completion of five (5) years' service as a Senior Education Support Practitioner in salary scale 8, subject to satisfactory performance.

2.4 The post is on a full-time basis and the selected candidate may be required to work a maximum of six (6) day flexible working week with an average of forty (40) hours per

week distributed over a calendar year that will cover the opening hours during general service hours, according to a work schedule established by the Secretariat for Catholic Education and is subject to the rules and regulations governing the Secretariat for Catholic Education and Church Schools.

- 2.5 An appointee will be entitled to such other benefits and subject to such other conditions and obligations as may be stipulated in any pertinent agreement between the Secretariat for Catholic Education and the competent Union.

3.0 Duties

3.1 The duties of a Senior Education Support Practitioner (Psychotherapist) include:

- i. carrying out psychotherapy sessions on an individual or group level as part of an integrated preventive and intervention service;
- ii. collecting and analysing information about the current situation of the students in order to assist in professionals' meetings or case conferences for the benefit of the student;
- iii. working in close collaboration with the Secretariat's Psycho-Social teams, School Management Teams and other professionals employed with other government entities and also with nongovernmental agencies, thereby ensuring maximum utilisation of resources for the benefit of the students;
- iv. helping students overcome a range of psychological and emotional issues by exploring their feelings and behaviour;
- v. providing assessment and intervention for social, emotional and behavioural problems experienced by children and adolescents;
- vi. working alongside other professionals in planning how best to help a child and the child's family (in schools, hospitals, children's services and child protection services);
- vii. working as a part of a multidisciplinary team comprising of psychiatrists, psychologists, counsellors, social workers, other professionals within SfCE and other external entities, HoDs (Inclusion), and school leadership teams (SLTs) to design and implement therapeutic programmes;
- viii. working with the student's family, school staff and SLT in a therapeutic manner to support behaviour change and enhance the wellbeing of the student;

- ix. promoting the role of psychotherapist and providing training and CoPE sessions to school support staff, parents and students;
 - x. keeping abreast of developments in theory and undertaking continuing professional development;
 - xi. helping and giving advice to guidance teachers in the management of cases, co-ordinating the work of the guidance team and striving to improve the efficacy of the guidance team at school;
 - xii. ensuring that records and logging systems are well kept regarding all interventions carried out with each student while ensuring confidentiality at all times in accordance with existing legal provisions;
 - xiii. assisting and compiling of annual reports;
 - xiv. making the necessary referrals according to established policies and procedures;
 - xv. participating in professional supervision sessions;
 - xvi. being accountable to the respective Team Coordinator and Service Manager for Student Services;
 - xvii. performing any other duties according to the exigencies of the Secretariat for Catholic Education as directed by the Director for Curriculum and Standards;
 - xviii. performing any other duties according to the exigencies of the Secretariat for Catholic Education as directed by the Delegate for Catholic Education.
- 3.2 A Senior Education Support Practitioner (Psychotherapist) will be expected to use his/her own means of transport for his/her work. S/he will be entitled to the appropriate approved allowance.
- 3.3 The selected candidate is expected to perform these duties in various primary, secondary and post-secondary Church schools s/he is assigned in Malta and Gozo, according to exigencies.
- 4.0 Eligibility requirements**
- 4.2 By the closing time and date of this call for applications, applicants must be:
- (i) (a) citizens of Malta; **OR**

(b) citizens of other Member States of the European Union who are entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; **OR**

(c) citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; **OR**

(d) any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); **OR**

(e) third country nationals who have been granted long-term resident status in Malta under regulation 4 of the “Status of Long-Term Residents (Third Country Nationals) Regulations, 2006” or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the "Family Reunification Regulations, 2007”; **OR**

(f) in possession of a residence document issued in terms of the “Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations”.

The advice of the Citizenship Unit within Community Malta Agency and Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment licence in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

- (ii) able to communicate in both the Maltese and English languages;
- (iii) have been awarded a recognised warrant issued by the council of the Psychotherapy Profession in order to practice in Malta; **and**
- (iv) in possession of a recognised Master’s Degree at MQF Level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) in Psychotherapy.

*A recognised Master's qualification with a minimum of 60 ECTS/ECVET credits is only accepted subject to an MFHEA formal Master's recognition statement being submitted with the application.

- 4.3 Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements. A Master's qualification at MQF Level 7, or equivalent must comprise a minimum of 60 ECTS/ECVET credits with regards to programmes commencing as from October 2008.

Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualifications in question, or successfully completed the necessary ECTS/ECVET credits, or equivalent, taken as part of a recognised MQF level program of study, as required in the afore-mentioned eligibility criteria or higher, by the closing time and date of the call for applications.

- 4.4 All previous years of satisfactory service in the relevant grades and qualifications accrued requirement, eligible for any post, following a call for application, which may include roles not regulated by the agreement, will not exclude potential candidates in applying and gaining eligibility for equivalent and/or lower grades regulated by this agreement.
- 4.5 Applicants must be of conduct which is appropriate to the post applied for. Successful candidates must produce a Certificate of Conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application.
- 4.6 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.4 above, by the **1st of September, 2022**.
- 4.7 Prospective applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications from MQRIC, or other designated authorities as applicable.

5.0 Submission of supporting documentations

- 5.2 Qualifications and experience claimed must be supported by certificates and/or testimonials, copies of which should be attached to the application. Diploma/Degree/Post-Graduate certificates or comparable qualifications must be accompanied by a transcript (Diploma/Certificate supplement) in English, showing the Degree obtained and the final classification.
- 5.3 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

6.0 Selection procedure

- 6.2 Eligible applicants will be assessed by a Selection Board to determine their suitability for the position.
- 6.3 Due consideration will be given to applicants who, besides the requisites indicated, have the necessary training and/or proven experience in working with children and/or adolescents.
- 6.4 The results will be published on the notice board of the Secretariat for Catholic Education within fifteen (15) working days of the interviews.
- 6.5 Selection will be made according to the result list which will be valid for one (1) year.

7.0 Submission of applications

- 7.2 A letter of application in own handwriting, accompanied by a CV, will be received in the first instance by the Director for Curriculum and Standards for Church Schools by not later than **noon of Monday 11th July, 2022**. Applications by post should be sent by registered mail to the address below, in sufficient time to ensure delivery by the above-mentioned closing date. The applications will be acknowledged by the Director for Curriculum and Standards. **Late applications shall not be considered.**

Dr Ian Mifsud
Director for Curriculum and Standards
Secretariat for Catholic Education
Call: SESP Psychotherapist
16, The Mall
Floriana FRN1472