



Education Psychologist (OSD): Learner Support

EDEN & CENTRAL KAROO INTERNAL BULLETIN 02/2023/15

Title	:	Education Psychologist (OSD): Learner Support
Terms of Employment	:	Contract appointment
Contract Period	:	01 September 2023 – 29 February 2024
Location	:	Eden & Central Karoo Education District, Circuit 7: Beaufort West
Salary Level	:	OSD
Supervisor/Oversight	:	Head: Learning Support

1. GENERAL INSTRUCTIONS:

- Applicants must submit an application form (Z 83) that **must be duly completed** with all the required information as requested on the form.
- The original application form Z 83 **must be signed and dated by the applicant** to ensure that the application is a legitimate application. The application form Z 83 is obtainable from the website of the WCED at <http://www.wced.gov.za> or from any Public Service Department. **Applications without a completed application form (Z 83) and/or the requested documents/information will not be considered.**
- The post number of the ECKED Bulletin and the name of the post applied for **must be indicated on your application form.**
- Applicants **must submit a detailed, up to date CV** with an exposition of their training, experience, competencies and previous employment record as well as the **names and telephone numbers of three persons** willing to act as referees.
- Shortlisted applicants will be required to submit **certified copies of their original qualifications** (degrees, diplomas, certificates etc.), valid driver's license and their ID document when invited for interviews.
- Shortlisted applicants will be required to submit certified copies of their service certificates which indicate the exact dates of previous employment if these exact dates are not mentioned in their CV's.
- Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their application forms.

- Non-RSA citizens/Permanent resident permit holders must submit a copy of his/her Permanent Resident Permit to his/her application.
- Kindly note that the supporting documents will not be returned.

2. GENERAL INFORMATION:

- The appointments will be subject to a security clearance, personnel suitability checks that include qualifications/study verification, citizenship verification, financial/asset record verification, previous employment verification (reference checking) and criminal record checks.

3. COMMUNICATION

- Communication will be limited to those applicants who have been short-listed.
- Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their application was unsuccessful.

4. SELECTION PROCESS

- It is expected of short-listed candidates to be available for selection interviews on a date, time and place as determined by the Eden & Central Karoo District Office.
- The WCED reserves the right not to make an appointment to the advertised posts.

5. FORWARDING ADDRESS FOR APPLICATIONS

- Applications to be submitted by email to: **Megan.Philander@westerncape.gov.za**
- **Ensure that you send your CV and Z83 form and name all the documents.**
- Late applications will not be considered.

6. ENQUIRIES

- Specific enquiries regarding post information must be directed to the person as indicated in the advertisement.

- **CLOSING DATE**

The closing date for applications is 22 July 2023, 15H00

- No applications will be accepted after the closing time and date. It is the sole responsibility of the applicant to ensure that their application reaches the person indicated in #5 above, at the Eden & Central Karoo Education District Office of the WCED by the closing date and time.
- Please ensure that the correct email address is used.
- The Eden and Central Karoo Education District cannot be held responsible for network delays. Please submit applications well in advance of the closure.

8. FORMS ATTACHED

- **APPLICATION FORM (Z 83)**

REQUIREMENTS

- A relevant master's degree in psychology.
- Registration and proof current registration with Health Professions Council of South Africa (HPCSA) as a psychologist.
- Appropriate qualification as an educator (recommended).
- Registration with South African Council of Educators (recommended).
- Valid driver's licence.
- No experience required (Preference will be given to applications with relevant experience).

Post Description:

Skills

- Written and verbal communications.
- Motivational sessions.
- Interpretation of prescriptions.
- Organizational planning liaison.
- Psychotherapeutic intervention.
- Trauma de-briefing.
- Report writing.
- Computer literacy.
- Presentation and facilitation.
- Problem solving and analysing.
- Interpersonal.
- Consultation.

Knowledge

- National and Provincial Education Legislation, policies, and regulations.
- Inclusive Education Policies and guideline documents.
- Analytic, diagnostic, assessment tools, evaluation methods and processes.
- Research Methodology (Psychology).
- Personality Theories.
- Counselling Models and Techniques.
- Individual and Group Psychotherapy.
- Classroom Management Techniques.
- Learning Strategies and Teaching Styles.
- Crisis Management.
- Protocol and professional ethics.
- Information and Knowledge Management.
- Diversity Awareness.
- Understanding of Group Dynamics.
- Understanding Whole School Development.
- Child Development.
- Knowledge of Life Orientation.

Key Performance

- Implement of psychological and psycho-educational capacity-building programs for the early identification of and interventions relating to psychological barriers to learning and development.
- Provide specialised psychologist support to strengthen District- and School Based Support Teams (DBSTs/SBSTs).
- Participate in inter- and intra-sectoral networks and collaborations.

Job Purpose

To render a psychological service to Public Ordinary and Public Special Schools within the Education District.

Period: 01 September 2023 – 29 February 2024

Enquiries: Ms. L Le Grange
Eden & Central Karoo Education district
Tel no: (044) 803 8300