



## POSITION SUMMARY

### QUEEN'S UNIVERSITY – Professional and Managerial Group

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POSITION TITLE: Psychologist  
DEPARTMENT: Regional Assessment and Resource Centre  
CLOSING DATE: March 15, 2020

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#### JOB SUMMARY:

Regional Assessment and Resource Centre (RARC) provides appropriate, accurate, comprehensive and effective assessment services and follow up services to the Queen's University student population and to persons with specific learning disabilities in the south-eastern region of Ontario. RARC provides access to affordable and quality psychological and psychoeducational assessments to post-secondary students with learning difficulties, while providing clients with a better understanding of their unique learning strengths and challenges, and access to appropriate supports and accommodations.

RARC is looking for a Clinical Psychologist to join its team of professionals. This role requires a Doctoral Degree in Clinical Psychology or sufficient education and experience to register with the College of Psychologists. Additionally, the position applicants should have experience assessing adolescents and adults with a range of neurodevelopmental disorders.

The Regional Assessment Resource Centre offers a supportive team environment where you will have the opportunity to gain supervisory experience and participate in collaborative discussions within a multidimensional work environment. Being one of Canada's leading research-intensive universities, you will have the chance to apply research and evidence based conclusions in your position. This role provides the opportunity to make a significant impact in many ways, including work with an outreach program to support high school students during their transition to post-secondary.

This position is perfect for someone looking for variety in their role while still gaining professional development and growth.

#### KEY RESPONSIBILITIES:

- Diagnosis of specific disabilities using appropriate psychological and educational tests, and interpretations of the results of these assessments.
- Provide counselling to students, including – personal, educational, career, study strategies, coping skills, stress management.
- Writing detailed reports making diagnoses, and recommending remedial strategies, academic accommodations and programming for students with disabilities.
- Develop, organize, and manage programs to enhance the educational, vocational and personal success of clients attending the RARC or receiving graduate training here.
- Actively participate and take a lead role in the planning, implementation, delivery and evaluation of the Centre's programs and services.
- Provide direct formal and informal supervision to graduate students.
- Oversee the delivery, development and evaluation of the internship program.
- Serve as an advocate for persons with learning disabilities to ensure access to appropriate resources

- Serve as subject matter expert on committees or other groups, as directed, internally to Queen's and within the Kingston community.
- Provide work direction, and technical/functional guidance to student staff.
- Schedule and approves, or recommend the approval of, employees' hours of work, overtime and absences.
- Participate in screening and interviewing job candidates, and providing input into staff selection.
- Review assignments and provides feedback on work to employees. Provide input on work performance to management staff.
- Provide orientation and on-the-job training to employees. Provide coaching and feedback on work quality issues, providing related day-to-day supervision. Escalates unresolved performance and/or disciplinary matters to management.
- Other duties as required in support of the Regional Assessment and Resource Centre.

### **REQUIRED QUALIFICATIONS:**

- A doctoral degree in Clinical or Educational Psychology (or equivalent education necessary for registration with the College of Psychologists of Ontario) and a minimum of two years' experience in assessment.
- Registered as a Clinical Psychological Practitioner in the province of Ontario (or eligible for registration in Ontario).
- Knowledge of and experience utilizing relevant counselling techniques for supporting a diverse population of students.
- Sound knowledge of Ontario Human Rights legislation and Charter of Rights.
- Knowledge of appropriate assessment methods to diagnose the cause or causes of reported difficulties.
- Sound knowledge of disability issues gained through an academic programme of study as well as a minimum of one year of on-the-job experience.
- Sound knowledge of institutional support systems and resources across the province.

### **SPECIAL SKILLS:**

- Excellent counselling skills, including the ability to establish an empathic relationship and to engender trust; sound clinical judgment
- Excellent communication skills (written and oral)
- Excellent organizational skills
- Strong interpersonal skills
- Excellent problem-solving ability and analytical reasoning skills
- Excellent technical skills such as administration of psychological tests
- Ability to work efficiently and effectively under pressure
- Ability to work independently with minimal supervision
- The ability to determine appropriate accommodations for students with disabilities

## **DECISION MAKING:**

- Differential diagnosis: determining if student has a learning disability or some other condition that is interfering with their ability to learn.
- Determine the needs of the client population attending the RARC, and collaborate with others to determine policy and procedure modifications.
- Make appropriate referrals both within and outside of the Queen's community.
- Determine types of supports required for the individual both within and outside of the Queen's student population.
- Determine most appropriate types of accommodations required by the individual.
- Determine how best to allocate limited time and resources to serve the client population.
- Choose appropriate diagnostic tools for an assessment.
- Assess the suitability of job candidates and recommend the most appropriate person for hire.
- Assess training needs and makes recommendations for internal or external training to attain proficiency.
- Monitor and assess output and the quality of employees' work, and recommend need for formal training or development plans to management; identify possible staff performance and/or disciplinary issues.

## **APPLICANTS PLEASE FOLLOW THE LINK BELOW:**

<http://clients.njoyn.com/CL4/xweb/xweb.asp?clid=74827&page=jobdetails&jobid=J0120-1205&BRID=EX151909&SBDID=22126&LANG=1>