

## Psychologist - QUEEN'S UNIVERSITY

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POSITION TITLE: **Psychologist**

Employee Group: Managerial & Professional

Salary: \$91,000.00 - \$119,000.00/Year (Pro-rated)

Job type: Permanent (Continuing)

Hours per week: 17 (based on when programs are running)

Closing Date: July 1, 2025

Link to apply:

<https://clients.njoyn.com/CL4/xweb/xweb.asp?clid=74827&page=jobdetails&jobid=J0325-1030&BRID=EX409988&SBDID=22126&LANG=1>

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### **JOB SUMMARY:**

Reporting to the Queen's University Psychology Clinic Director, the Psychologist is responsible for providing leadership in the delivery of clinical training and services. The Queen's Psychology Clinic is a training clinic for graduate students in Clinical Psychology at the university. The Psychologist will provide clinical supervision to graduate students and other trainees at various stages of training. The incumbent provides direct clinical services to clients (both independently and with trainees), program evaluation, and supports strategic planning at the Clinic. The Psychologist will develop and lead clinical services, which will be complimentary to the existing services offered at Clinic, providing training opportunities for graduate students in the Clinical Psychology program and capitalizing on the incumbent's area(s) of expertise.

### **KEY RESPONSIBILITIES:**

- Provide direct formal and informal supervision to graduate students, interns, and other trainees. Supervision will match to the trainees' skills and training needs, and may include modeling, direct observation, indirect observation, reviewing documentation and planning, discussing clinical, ethical and professional issues, and providing formal and informal feedback and evaluation.
- Supervise and provide psychological assessments for community members.
- Assess (or supervise the assessment) and diagnose mental health conditions using appropriate psychological tests, and sound clinical judgment. Write (or supervise the writing of) comprehensive psychological assessments and psychodiagnostics reports, communicating relevant diagnoses and providing practical recommendations.
- Supervise and provide psychological interventions that are evidence-based
- Develop, maintain and provide ongoing leadership of program evaluation for all Psychology Clinic services, including ongoing data collection, analyses and reporting.

- In collaboration with existing University resources and the Director, seek out and complete applications for external funding sources.
- In collaboration with the Clinic Director, develop a psychological intervention service with consideration for clinical training needs for students in the Clinical Psychology program, service needs in the Kingston community, and funding sources.
- Participate in committees or other groups related to areas of expertise, as directed, internally to Queen's and within the Kingston community.
- Supervise outreach activities coordinated with the Clinical Psychology Outreach Program.
- Provide leadership and supervision in the Director's absence, as needed.
- Support other aspects of clinical training at the Psychology Clinic as needed.
- Serve in an advisory role to the Clinical Program as needed.
- Provide work direction, and technical/functional guidance to trainees and/or staff. Schedule and assign work, and oversee its completion. Coordinate and monitor work flow.
- Schedule and approve, or recommend the approval of, employees' hours of work, overtime and absences. Monitor and oversee employee attendance.
- Provide orientation and on-the-job training to trainees and/or employees in the unit. Provide coaching and feedback on work quality issues, providing related day-to-day supervision. Escalate unresolved performance and/or disciplinary matters to management.

#### **REQUIRED QUALIFICATIONS:**

- Doctoral degree in Clinical Psychology.
- Registration with the College of Psychologists of Ontario, or eligible for registration in Ontario.
- Minimum of 3 years clinical experience with provision of therapy, including group therapy, psychological assessment, and clinical supervision.
- Declared competency in psychological assessment and intervention
- Demonstrated skill in psychological and psychodiagnostics assessment.
- Demonstrated skill in the delivery of effective psychotherapeutic interventions, including individual and group therapy, for a range of presenting problems.
- Working knowledge and experience in training and clinical supervision of graduate trainees
- Satisfactory Criminal Record Check and Vulnerable Sector Screening will be required.
- Knowledge of and experience in Sex and Relationship Therapy an asset.

#### **SPECIAL SKILLS:**

- Excellent oral and written communication.
- Strong interpersonal skills.
- Excellent problem solving ability and analytical reasoning skills.
- Excellent technical skills such as administration of psychological tests.
- Ability to be flexible and adaptable given the fluctuating nature of referrals.

- Ability to exercise good judgment, tact, diplomacy, and sensitivity.
- Program evaluation and research skills.
- Ability to work independently with little supervision.
- Experience with grant writing or writing funding proposals in support of mental health programming is considered an asset
- Ability to organize and coordinate multiple tasks and responsibilities in a timely and responsive manner.
- Ability to work efficiently and effectively.
- Sound knowledge of the standards of the College of Psychologists and Behaviour Analysts of Ontario, Personal Health Information and Privacy Act, and other relevant legislation (including Ontario Human Rights legislation and Charter of Rights)

#### **DECISION MAKING:**

- Choose (or support supervisees in choosing) appropriate psychological assessment methods/tools and interventions based on client need.
- Determine most appropriate recommendations for clients. Determine the needs of the client population attending the Clinic, and collaborate with the Director to determine policy and procedure modifications, as necessary.
- Make appropriate referrals both within and outside of the Queen's community.
- Determine how best to allocate limited time and resources to serve the client population.
- Provide appropriate level and type of supervision given training needs of trainees.
- Identify and develop a psychological service given training needs, community service needs and funding opportunities.
- Identify and implement program evaluation tools for monitoring service delivery.
- Working with existing University resources, identify external funding opportunities and lead the completion of applications in collaboration with the Director.
- Assess the suitability of job candidates and recommends the most appropriate person for hire.
- Determine priorities and makes decisions about trainee and/or staff utilization and the assignment of work to achieve optimum efficiencies and productivity.
- Assess trainees' and/or employees' training needs and makes recommendations for internal or external training to attain proficiency.
- Monitor and assess output and the quality of trainees' and/or employees' work, and recommends need for formal training or development plans to management and identifies possible staff performance and/or disciplinary issues.