



EUROPEAN SCHOOL BRUSSELS I  
ECOLE EUROPEENNE DE BRUXELLES I  
EUROPÄISCHE SCHULE BRÜSSEL I

Brussels, September 18, 2024

The European School Brussels I is recruiting a :

**Secondary school psychologist (M/F)  
Part-time (40%) - Permanent contract  
(or fixed-term contract depending on the needs)**

EEBI is part of the European Schools system, providing education for children whose parents work for European institutions. Our school community is made up of 4,250 pupils of 60 different nationalities and over 500 staff from different countries. Pupils study in twelve language sections: English, Danish, Spanish, French, German, Greek, Hungarian, Italian, Latvian, Polish, Slovak and Slovenian. Located on two spacious, leafy campuses in the south of Brussels, our school offers innovative, inclusive teaching programs that deliver excellent academic results. More information on European Schools in general is available at <https://www.eursc.eu/en>

**JOB DESCRIPTION AND MAIN TASKS**

The secondary school psychologist must see his or her role as that of a partner in a pedagogical team that includes the school management, the SEN (Educational Support and Inclusive Education) coordinator, teachers, educational advisors, cycle pedagogical coordinators and the nursery and elementary school psychologist. The school psychologist will play a key role in improving the well-being of our students, and in quickly resolving any psychological problems. He/she contributes to finding solutions to school difficulties within the framework of the European Schools' educational support policy, working as a professional advisor in close collaboration with all members of the school community (teachers, counselors, coordinators, management, school nurse and doctor, families).

1. With students and parents, he/she will :

- Receive students in emergency situations when they request it (e.g. in cases of worrying behavior, addiction, emotional and personal problems, etc.);
- Receive students with special needs, take part in advisory group meetings and help prepare them if necessary;
- In some cases, help with guidance for students in difficulty;
- Meet with parents, at their request.

Under no circumstances may a school psychologist provide therapy to a student, either at school or in private practice.

2. Working with teachers and educational advisors, he/she will :

- Offer advice to teachers and help them work with students experiencing difficulties in the classroom (academic, behavioral, emotional, etc.);

- Sensitize teachers and educational advisors to the psychological development of adolescents and offer training courses, for example as part of the pedagogical day;
- Provide classroom interventions, at the School's request.

Teachers and counselors must be informed by the psychologist of any information they may share, in order to establish specific protocols in the best interest of the student. This information will be shared at CARE meetings with school counselors, and will be documented in compliance with data protection rules.

3. Reporting to the Director, he/she will :

- Inform management of the school's needs in terms of training and material resources;
- Provide professional expertise to members of the management team, at their request;
- Provide reports on its activities;
- Communicate information about students in difficulty, while respecting the confidentiality inherent in the profession;
- Inform the management if he/she believes that a student may represent a danger to him/herself or to others;
- Participate in meetings outside school hours, at the request of management;
- Follow each file in its entirety from start to finish, taking the necessary steps with meetings and consultations while keeping management informed;
- At its request, observe individual and group behavior.

4. With SEN coordination, he/she will :

- Provide advice and assistance to the SEN coordinator, in particular in drawing up individual educational programs;
- At the request of the various caregivers, meet with parents to determine their children's specific needs;
- Facilitate contact with external specialists and, if necessary, establish a link with these specialists;
- At the request of management, participate in advisory groups for students with special needs.

The school psychologist does not draw up a full psychological assessment for SEN pupils, but must forward his or her recommendations to the SEN coordinator and parents.

#### **PROFILE REQUIRED**

- University degree in psychology and education with a specialization in educational psychology;
- Relevant educational experience ;
- Relevant experience in a school environment ;
- Relevant experience with adolescents;
- Very good knowledge of French and English, both written and spoken. Fluency in another EU language is an asset;
- Good listening and observation skills, good interpersonal skills;
- Sense of organization, responsibility and anticipation;
- Excellent team spirit in a multilingual and multicultural environment;
- Ability to communicate with a demanding public in a variety of situations;
- Respect for professional secrecy and confidentiality of data and files;
- In-depth knowledge of European schools' tutoring policies and local legislation;
- Good knowledge of partner networks, schools and health, medical-social and psychological services in Belgium, and particularly in the Brussels-Capital region, to provide information on better-suited alternatives.



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## OFFER

- A contract subject to Belgian social and fiscal legislation and to the [Service Regulations for the Administrative and Ancillary Staff \(AAS\)](#);
- For open-ended contract :
  - Entry into service: 01/01/2025 ;
  - 17h40 per week on school days;
  - 15h contract (40% of a full time position) without services during school vacations;
- For all other temporary and/or replacement needs:
  - Entry into service: depending on the occasional need for a replacement and/or to guarantee continuity of service;
  - Work only on school days;
  - Working hours according to needs and availability ;
- A gross monthly salary starting from 5,713.07 euros for a full-time equivalent (prorated for part-time work and salary valorization of previous professional experience under certain conditions);
- A multicultural and stimulating work environment ;
- A varied job with lots of contacts.

To apply, please send the following documents (in PDF format) by October 04, 2024 at 11:59 pm to [UCC-RECRUITMENT@eursc.eu](mailto:UCC-RECRUITMENT@eursc.eu) under reference "**Psychologist + surname + first name**".

- CV (Europass format)
- Cover letter
- Photocopies of certificates/diplomas

When applying, candidates are invited to submit any additional documents they consider useful, such as a letter of recommendation or a recent assessment.

**Please also complete the following form:** [Secondary school psychologist](#)

**Please note that only candidates who have completed all the above steps and applied before the deadline will be considered eligible.**

Candidates who have not received a reply by November 15, 2024 may consider their application unsuccessful. Candidates invited to interview will be contacted by e-mail or telephone.

Shortlisted candidates will be asked to provide a Certificate of Good Conduct (Model 2 - for access to an educational activity in Belgium, or any similar document for another country of origin) at the time of their interview.

Please consult our Privacy Statement to find out how we treat your personal data in the context of recruitment on the website: <https://www.eeb1.com/app/uploads/2018/12/2018-03-D-23-en-3.pdf>