

Selection Criteria and Job Description Alta-1 College- ConnectEd Counsellor

SELECTION CRITERIA

Please ensure you address the below selection criteria in no more than 4 pages and submit along with a cover letter, your resume and pastor's reference.

Section 1 – Essential

1. To have a personal faith and commitment to the Lord Jesus Christ.
2. To attend church on a regular basis.
3. To have a lifestyle consistent with Christian profession.
4. To hold a recognised counselling qualification.
5. To meet the requirements of a Working With Children Check.
6. Able to demonstrate a passion for and commitment to working with at-risk adolescent students.
7. Able to work independently with minimal supervision.
8. Able to maintain high degree of confidentiality.
9. High level written and oral communication skills.
10. Able to represent Alta-1 College well to agencies, partner organisations and parents.

Section 2 – Desirable

1. Previous experience in Alta-1 College.
2. Previous experience in counselling and/or social work

Primary Role

The primary role of the Alta-1 College ConnectEd Counsellor is to provide student and staff support under the direction of the Regional Principal.

Nature of Role

The role of the Alta-1 College Counsellor is built around the following domains:

- Delivery of services to students
- Support of staff members
- Critical incident response
- Recording and reporting

Personal Requirements for the Role

The Alta-1 program requires the ConnectEd Counsellor to be:

- A Christian committed to demonstrating that his/her beliefs and values are real and impact daily life.
- Respectful and active listener in relation to staff and students.
- Dedicated to achieving the highest level of success for the students under care.
- Dedicated to resolving issues in a positive, constructive and open minded way.
- Steadfast in his/her decision to make the program a success for all the students who are involved.

The measures of good practice for the ConnectEd Counsellor within Alta-1 College are the following key responsibilities:

Delivery of services to students

▪ Delivers counselling support to students at Tier 2 within the Alta-1 Therapeutic Model
▪ Attends regional hub offices on a rotating basis and student homes as required
▪ Provides individual and group counselling services to students at Tier 2 within the Alta-1 Therapeutic Model
▪ Assists staff in the delivery of appropriate therapeutic modules eg: anger tutorial
▪ Provides support to selected students; as directed by the Regional Psychologist

Support of staff members

▪ Undertakes team debriefing sessions with staff
▪ Provides secondary pastoral care to staff within the specific region
▪ Assists staff with relevant training under the direction of the Regional Psychologist
▪ Works collaboratively with other members of the Student Services Team

Critical Incidence Response

▪ Identifies, in conjunction with college staff and the Regional Psychologist, those students at risk and implements strategies designed to support such student
▪ Provides counselling support to students during and post critical incidents

Agencies and Networking

▪ Establishes professional relationships with external support services to build capacity and influence student outcomes
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Reporting and recording

▪ Confidentially manages student data and reports, including clinical reports accessed from external sources in line with Alta-1 policy and procedures.
▪ Provides timely and appropriate feedback to the Student Services Team
▪ Maintains accurate records of all counselling services provided
▪ Provides written evidence of ongoing services for funding purposes

Professional practice

▪ Applies ethics and standards of professional practice in the delivery of counselling services
▪ Observes relevant laws, ethics and policies that govern practice
▪ Participates in professional organisations and continually seeks to improve professional knowledge and skills through participation in regular professional development
▪ Engages in regular professional supervision
▪ Participates in professional development activities organised by the College
▪ Participates fully in the annual staff retreat
▪ Registers with and is accountable to a professional governing body eg: Australian Counselling Association.

Reporting Relationship

The Counsellor is responsible to the Regional Principal, through the Regional Psychologist for the discharge of his/her duties, and serves as a member of the Student Services Team.

External Relations

Public relations (eg. Contact with the media, police) and official representation of the College with general external agencies is the responsibility of the Principal or delegate.