

Role Summary

Position: Counsellor

Responsible to: Deputy Principal – Pastoral Care

Job Purpose: To support students who are facing familial, social, emotional and academic challenges and encourage dialogue between students and their peers, teachers and parents as appropriate. This can take the form of face-to-face counselling, group work and advocacy within the wider school community.

To provide case management for students to foster collaborative care between families, community agencies and the College.

To assist in supporting staff as needed.

To be part of a wider pastoral care team providing specialist advice on shaping wellbeing policy and procedures.

Responsibilities

Counselling and Pastoral Services

- Provide counselling and therapeutic interventions to students based on evidence based best practice.
- Provide consultative advice and support to parents and staff regarding the psychological, emotional, social, and learning needs of students.
- Facilitate conflict resolution and group work in areas that require targeted prevention or intervention such as resilience, managing emotions or grief and loss
- Support and advise on the transitional needs of new students
- Be available when staff are needing immediate support, assist them connecting with external agencies and follow up if required
- Offering counselling and support for parents seeking assistance with their child's personal and social development.
- Liaising closely with the Pastoral Care team in monitoring, advising and supporting students with high needs in their personal development.
- Make referrals and liaise with outside agencies and professionals when appropriate
- Attend case conferences with parents, staff and external stakeholders regarding a student's needs when required

Staff and Community Development

- Support and give guidance to staff in their understanding of social and emotional issues, learning difficulties, etc. and best practice regarding assisting students, including recommending strategies or actions to support specific student needs
- Contribute to the school's strategic direction regarding the psychological, social and emotional wellbeing of students.
- Be involved with critical incident response and debriefing at both personal and community level and manage any follow up as required
- Offer expertise in the formulation, implementation and evaluation of student welfare policies
- Possess a good knowledge and understanding of relevant issues such as social, cyber and diversity of student population

Administration

- Keep and maintain individual records, files, notes and correspondence confidentially and within the accepted and written code of ethical and professional practice
- Work in close cooperation with internal stakeholders and participate in relevant meeting involving each group as required
- Attend regular professional meetings and undertake professional learning as required by registration

Selection Criteria

Essential:

- Registered Psychologist or Degree in Counselling
- Experience in counselling within a school setting
- Effective communication skills with student, parents and staff
- Good organisational skills
- Patience, resourcefulness, and professional integrity are important qualities for the job
- Valid Working with Children Check

Desirable:

- Member of an appropriate professional association (AASW, ACA or APS)
- Experience with small group processes

How to apply

To apply for an advertised employment position at Kennedy Baptist College, please fill in the online [Employment Application Form](#) on our website.

Please ensure you have ready your CV, Cover Letter, Police Clearance, Selection Criteria (if applicable), references, a written reference from your church pastor/minister and digital copies of all academic records. You will be asked to upload these documents as part of your submission of this application.

Please Note: Should you be invited to an interview, given the position applied for involves working with and actively presenting the Christian Gospel to children, you will be asked your personal views on Faith issues. Given the Christian nature of the College and the expectations of all who enrol, agreement with the College's [Statement of Faith](#) and [Staff Code of conduct](#) is a pre-requisite.