

Role Description

School Counsellor

Reports to: Head of Student Wellbeing

Employment type: Monday to Friday, term time only, Part-time potential by negotiation

The School Counsellor will work across our Senior School campus (Years 7-12), working with the Senior School Counselling team and having ultimate responsibility to the Principal.

Professional Responsibilities

- Provides counselling for students in the area of academic support to enhance their social, behavioural, emotional and academic development
- Directs students to the best area of support, according to their needs
- Works as the leader of the Counselling Team, as well as liaising with other staff such as the Academic Support Team and Year Coordinators to ensure appropriate care for students
- Has a thorough knowledge of psychometric tests
- Interprets psychometric reports containing recommendations with regards to academic support, and to present these to parents, carers and staff
- Consults with parents and/or carers as required
- Communicates clearly with the Head of Student Wellbeing and other staff as required
- Where appropriate, refers students to, and liaises with, external specialists and agencies and other professionals
- Collaborates in the development, delivery and evaluation of preventative programs in the Senior School
- Contributes to research and the production of resources for the school community as needed
- Attends team and other meetings as required
- Maintains statistical records and other data
- Actively supports the Christian ethos of the School.

Selection Criteria

The successful applicant will have:

- An understanding and be up to date on current issues facing children and adolescents in areas of mental health and other issues facing adolescents
- A minimum of five years' experience in a school/mental health environment
- A passion to work with students in a girls' educational setting

- The ability to work effectively and collaboratively in a team environment
- Excellent written, verbal and interpersonal communication skills
- The ability to give attention to details in record keeping and follow up
- A commitment to ongoing professional development and learning
- Professional and personal integrity
- A genuine care and respect for families
- Willing to embrace and enhance the Christian ethos and practice of Meriden
- Loyalty to the School and Principal.

Essential Attributes

The successful applicant will be:

- A collaborative team player
- Proficient with technology
- Organised, with strong administrative and communicative skills.