



PARADE COLLEGE

POSITION DESCRIPTION

Position Title	Counsellor / Psychologist
Reports To	Team Leader – Student Wellbeing Support

PRIMARY PURPOSE & AIMS

The Counsellor/Psychologist is a member of the Student Wellbeing Support Team and is responsible for supporting students with enhancing their wellbeing – personal, social, educational. This is realised through a continuum of counselling and wellbeing services designed to ensure student wellbeing and support addresses any barriers to learning, for example family and developmental issues. As such, the emphasis is on Primary Prevention, Early Intervention, Intervention, and Restoring Wellbeing.

The Student Wellbeing Support Team exists within a multidisciplinary framework and works alongside House Leaders, Wellbeing Leaders, staff, parents, and the wider community to work together to address Student Wellbeing needs.

STATEMENT OF DUTIES

General Duties	The role of the Counsellor / Psychologist involves both one to one counselling sessions, small group sessions and larger group sessions. The role includes: • Assessments and report writing Cognitive and Academic– (Psychologist only) • Providing individual and small group counselling when required, utilising relevant evidence-based approaches and appropriate practice theories and in accordance with relevant professional practice standards and guidelines. • Planning and implementing groups sessions to be proactive in addressing student wellbeing needs. The Psychologist/Counsellor, in conjunction with the Team Leader – Student Wellbeing Support needs to ascertain the needs for a group to be established, plan, implement and evaluate the group intervention. • Making referrals to external supports when they are required. • Communicating with families and participating in case management meetings with families as required by the Team Leader – Student Wellbeing Support. • Responding to Critical Incidents. • Networking with external services and professionals.
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KEY PERFORMANCE INDICATORS

- Satisfaction by key staff and the Leadership Team
- Maintain accurate and timely record keeping
- Regular communication with staff, parents/carers, students, and the wider College community
- Engagement in professional development and regular supervision – internal and external
- Professional development opportunities identified and facilitated for the Student Wellbeing Support Team, Learning and Diversity Team, staff, parents, and students
- Contribute to the development of curriculum or school policy, with regard to student wellbeing

- Contribute to the development of policies and protocols pertaining to the Counselling Service and Wellbeing practices within the College

POSITION REQUIREMENTS

Qualities	• Outstanding communication skills • Ability to work effectively in teams • Efficient organisational skills • Leadership skills • Public speaking skills • Knowledge of relevant government legislation • Knowledge of College, EREA and VCEA policies • Support for the ethos and policies of Parade College and the Edmund Rice network of schools • Expertise and experience to fulfil the duties
Skills needed	• Ability to interact positively with staff, parents/carers and students • Ability to work effectively under pressure • Ability to work flexibly across a two-campus environment when required • Ability to work confidentially as appropriate
Child Safety	• Be a suitable person to engage in child-connected work • Be experienced in working with children • A demonstrated understanding of child safety • A demonstrated understanding of appropriate behaviours when engaging with children • A sound knowledge of legal obligations relating to child safety under Ministerial Order No. 1359 Child Safe Standards • A working familiarity with Child Safe requirements and expectations of VCEA PROTECT, VIT, EREA and VRQA • A demonstrated understanding of and commitment to Child Safety protocols, codes of conduct and to ensuring Parade College is a Child Safe School
Selection Criteria	Applicants should be able to demonstrate: 1. Support and participation in the faith life of Parade College, including commitment to the Mission Statement, ethos of the College, Charter of Edmund Rice Education Australia and personal faith formation. 2. Approved tertiary qualifications in either Psychology, Counselling or Social Work. Psychologists must have full registration with AHPRA and Counsellors must have eligibility for registration with ACA or PACFA. Social Workers must be eligible for membership with the AASW and comply with relevant professional standards. 3. Experience delivering youth mental health care, including assessments, crisis intervention, psychoeducation and brief evidence-based interventions. 4. A demonstrated understanding of, and commitment to, child safety and appropriate behaviours when engaging with children. 5. Ability to work collaboratively with families (students and parents/carers) to ensure a high standard of support and guidance. 6. Well-developed interpersonal skills including organisation and communication, with the proven ability to work effectively independently and in a team, including with teaching and other school staff. 7. Commitment to ongoing professional learning.

TERMS AND CONDITIONS

- Terms and conditions for this position are as outlined in the *Catholic Education Multi Enterprise Agreement 2022* for Education Support Employees. Salary will be agreed according to years of experience and qualifications.
- This is a part-time position; with school holiday entitlements.
- The position reports to the Team Leader, Student Wellbeing Support.

- The successful applicant would require a commitment to ongoing professional learning and hold relevant qualifications. The position is subject to a regular cycle of professional appraisal and performance review according to College policy.
- College staff are expected to support the faith life of Parade College, including commitment to the Mission Statement, ethos of the College, Charter of Edmund Rice Education Australia and personal faith formation.
- All employees at Parade College are to follow College policies and procedures, including the Occupational Health and Safety Act 2004 and Equal Opportunity Act.
- Parade College is fully committed to the protection of children. The successful applicant will be expected to satisfy child protection screening and adhere to the School's Child Protection Policies.