



WAVERLEY COLLEGE

Role Description Waterford Campus Counsellor

Waverley College is a Catholic Boys' School in the Edmund Rice Tradition, educating boys from Year 5 to Year 12. The College also operates a co-educational community pre-school. The College seeks to develop innovative learning, student wellbeing programs and care system designed to assist boys to flourish across their **spiritual, intellectual, social, emotional, cultural and physical dimensions**.

The responsibilities in this role description are in addition to the requirements set out in the College's and EREA policies, and may be amended from time to time by the Head of College or the College. This position will report directly to the Director of Junior School (Waterford) and the Deputy Head of College (Staff and Students). The School Counsellor will positively and actively engage in a culture of professionalism with a focus on student wellbeing.

The School Counsellor is responsible for demonstrating commitment to the Catholic, ethos of the College and supporting the development of virtues within its students through the provision of services and programs which seek to ensure the effective management, care, academic progress and wellbeing of students.

The College Counsellor works collaboratively with colleagues to identify and support students who are deemed 'at risk' or in need of support and encouragement.

Duties of the position include but are not limited to, the following:

- Provision of counselling and other forms of therapeutic intervention for students, both individually and in groups;
- Liaises with teachers, mentors, Heads of House and other colleagues in the development, implementation and evaluation of personalised programs for students with identified needs;
- Membership of the Critical Incident Management Team and responds to critical incidents and emergencies in the school community;
- Assists and supports parents and care-givers in addressing the social, emotional and educational development of their child;
- Facilitates educational opportunities for parents, staff and students to raise awareness and understanding of the impact of personal and social issues on the individual and community;

- Collaborates with teachers to develop and implement student welfare initiatives and programs;
- Refers students and families to external agencies including health professionals, adolescent clinics, community health centres and specialists;
- Provides a link to external agencies and other providers between the school, families and students;
- Liaises with external agencies and health practitioners to develop and implement school based support strategies for students;
- Monitors and supports students undergoing external counselling and liaises with external counsellors when necessary;
- Supports the Director of Junior School and teachers in providing comprehensive pastoral support services for students and their families;
- Collaborates with colleagues to identify students “at risk” and to develop appropriate interventions for such students;
- Conducts individual behavioural, emotional, psychological and educational assessments; Maintain professional case records and documentation;
- Implements a system of regular follow-up with students;
- Ensures that the Head of Junior School is kept informed of relevant student wellbeing matters;
- Complies with relevant legislation, including Child Protection and other legislation for the safety and wellbeing of students and staff;
- Ensures mandatory reporting procedures are implemented;
- Maintains a professional network and engages in ongoing professional learning.

The College Counsellor demonstrates the following characteristics

- Outstanding communication skills;
- Capacity to engender trust; Sensitivity and empathy;
- High ethical standards;
- Discretion and confidentiality;

- Strong work ethic and commitment to professional standards;
- Organisational and administrative skills and the capacity to take initiative;
- Commitment to lifelong learning and professional development.

Other Duties:

- Any other duty as requested by the Head of College, Deputy Head of College and/or the Head of Junior School.

Essential Criteria:

- Registered psychologist with APRHA.