



**Position Description**  
**School Counsellor**  
**Kindergarten to Year 12**  
**0.6 FTE, Permanent Part-time position**  
Commencing Wednesday 4<sup>th</sup> October 2017

Korowal is a unique place to work. We are an independent, coeducational, secular K-12 school in the Blue Mountains, and value academic and creative pursuits equally. We work together to ensure that respectful relationships are maintained.

**Terms and conditions of employment**

Independent Schools MEA 2017, Wellbeing Staff Level 3, Step 1. The position is permanent part time, 3 days per week over 40 weeks, at \$39,762. You will be required to work during school terms with some work during the school holiday period.

**Appointment**

The appointment will be reviewed after a 3 month period.

**Qualifications**

An appropriate tertiary qualification in psychology or social work

**Responsible to:** The Principal, Korowal School.

The new staff member will meet and work regularly with the Principal, Primary School Co-ordinator, High School Co-ordinator and teachers to ensure coherency and continuity in curriculum, practice and philosophy.

## **General Responsibilities**

- To provide a confidential counselling service for students, their parents and staff as required, while adhering to mandatory notification principles, policies and procedures.
- To liaise with external medical and welfare professionals as required.
- To provide counselling and consultancy to Korowal School community, concerning children & young people with learning difficulties, social/emotional difficulties, physical disabilities and students from non-English speaking backgrounds.
- To provide critical incident stress debriefing/trauma counselling as required.
- To maintain a network of professional colleagues and establish/maintain a referral network, both internal and external, for students with special needs.
- To have a willingness to attune to the way Korowal works and to assist in the implementation of its policies and procedures.

## **Specific Responsibilities**

### **Children**

- Collaborate with the School Executive Team, Class Teachers and Year Co-ordinators to enhance all aspects of student life.
- Understand the academic and wellbeing needs of students as these relate to learning and personal growth outcomes.
- Provide advice on appropriate referral options for students identified as needing additional support.
- Support students in crisis.
- Facilitate group programmes aimed at enhancing student intra and inter personal skills.
- Contribute to Peer Support and Pastoral programmes.

### **Staff**

- Provide short term counselling to Korowal Staff
- To work creatively and sensitively with colleagues, communicating clearly and openly to maintain a good working relationship and allowing other teachers and staff to contribute to the School to their greatest capacity.

### **Parents**

- Consult with parents concerning their child's educational development
- Provide parenting education programmes as required

### **Administration**

- Be cognizant of ethical and legal issues e.g. confidentiality, informed consent, referral pathways, case note documentation
- Assist in applications for School Certificate and High School Certificate special provision for students with disabilities.

## **Professional Development**

- Maintain professional development through participation in conferences/programmes as required by the Australian Psychologists' Society.
- Attend staff development days and appropriate inservices/meetings.
- Actively participate in professional development activities and professional networks.
- Keep abreast of current issues which affect the needs of children and young people.
- Assist with staff training and development in the area of pastoral care and student and family support.

## **Selection Criteria** *(these must be addressed in your application)*

The successful applicant will have:

- Demonstrated experience providing counselling to children and young people.
- Demonstrated experience supporting children and young people with learning difficulties, social/emotional distress, physical disabilities and those from non-English speaking backgrounds.
- Demonstrated success in the creation and delivery of group programs for youth
- Well-developed interpersonal, oral and written communication skills, including report writing.
- A commitment to supporting and promoting Korowal School values, actively fostering compassion, tolerance, equity, respect, empathy, commitment, resilience, and critical thinking.
- Demonstrated evidence of openness to lifelong learning and a readiness to engage in ongoing professional development.
- Membership with AASW, APS or equivalent.
- Current Working With Children check number.

## **Submitting your application**

### **Please ensure that you include all of the following:**

1. Provide your CV with your application and include copies of your qualifications.
2. Supply the names and contact details (both day and evening) of four (4) referees, being 2 professional referees and 2 personal referees.
3. Address all the Selection Criteria (above) in writing.
4. Provide your current WWCC number.
5. Address your availability for the proposed starting date of Wednesday 4<sup>th</sup> October, 2017.

All applications are to be submitted by Friday 14<sup>th</sup> July, 2017 at 5.00pm (cob).

Application may be addressed to the Principal, Barbara Fitzgerald and sent via email (please PDF all documents) to: [jobs@korowal.nsw.edu.au](mailto:jobs@korowal.nsw.edu.au). In the subject line please state 'School Counsellor Application'

Or

post to: Korowal School, 54 Hall Parade, Hazelbrook. NSW. 2779