

## **STUDENT COUNSELLOR**

### **Commencing Term 1, 2023**

The Hamilton and Alexandra College is a proud regional, independent, coeducational, day and boarding school from Early Learning to Year 12. The College is fiercely aspirational, and every student is known, valued and challenged. College is proud of its rich history of strong academic accomplishment matched with connectedness in life.

The Hamilton and Alexandra College's staff first priority has always been the wellbeing of the young people under our care. The College encourages all students to holistically thrive in a caring and child safe environment. The College has a future focused academic program that nurtures and develops the growth of the whole child, providing opportunity for each child to pursue their passions and achieve their personal best.

#### **ROLE OVERVIEW**

The School Counsellor is directly accountable to the Principal and Deputy Principal Wellbeing, providing initial triage in mental health to students. A focus on the whole-school promotion of student well-being and early intervention in regard to mental health issues are key components of the Counsellor's role.

A full-time or part-time permanent position is available commencing Term 1, 2023 – depending on the experience and availability of the applicant. An attractive remuneration package will be offered commensurate with the responsibilities of the position. Generous relocation allowances will be offered to experienced counsellors. Leadership and coaching opportunities exist for interested applicants. Children of staff educated at the school receive considerable remission off tuition fees.

#### **QUALIFICATIONS**

- Appropriate training in one or more of the areas listed below:
  - Diploma of Counselling
  - Mental Health Clinician Training
  - Certificate IV in Youth/Social Work
- Willingness to directly support students with Wellbeing needs.

#### **KEY RESPONSIBILITIES**

- Provide specialist guidance and formal counselling for students at the College with minimal supervision.
- Liaise with teachers, students and where appropriate, family members to facilitate referrals to specialist agencies.
- Identify, develop and implement innovative and effective prevention and intervention programs to support students in Health and Wellbeing classes.
- Prepare appropriate case notes after working with students and adhere to principles such as confidentiality and privacy with regards to record/note keeping in line with industry standard practice.

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- Plan and deliver programs for students with particular needs and their families; eg: students with additional needs, Aboriginal and Torres Strait Islander students, and develop a presence and support service for boarding students.
- Address the relevant personal, social-emotional and psychological needs of students.
- Undertake supervision with a professional practitioner as a means of Counsellor self-care.
- Facilitate and develop appropriate policies that support the promotion of student wellbeing.
- Provide day to day advice to staff as student well-being issues arise and conduct appropriate professional development for staff
- Partake in regular debriefing with the Deputy Principal Wellbeing and other College staff.
- Ensure students are provided with relevant information and resources on matters that relate to their wellbeing and mental health.
- Operate as an integral member of the College's Wellbeing Committee.
- Liaise with School Counsellor networks, external agencies and professionals in order to best meet students' needs.
- Support the implementation of national and state initiatives linked to well-being such as (but not limited to) the; National Safe Schools Framework, National School Drug Education Strategy and Headspace in school programs.
- Assist the College's existing mentoring program with external support.
- Be a member of the Secondary School's Critical Incident Management Team and as such be 'on call' as appropriate during weekend and school vacation periods.

#### A SAFE WORKING ENVIRONMENT

The Hamilton and Alexandra College is a child safe employer and is committed to the welfare and protection of children. All employees are required to comply with the College's Child Safety and Wellbeing Policy and Child Safety Code of Conduct. Applicants will be required to hold a current Working with Children Check or willing to obtain one.

#### APPLICATION PROCESS

Applications must include curriculum vitae and day and after-hours contact details of three professional referees.

Address application to:

The Principal, Dr Andrew Hirst

[Principal@hamiltoncollege.vic.edu.au](mailto:Principal@hamiltoncollege.vic.edu.au)

**Applications must be received no later than Monday, 12 September 2022.**

\*\*\*Earlier applications are welcomed and encouraged\*\*\*

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