



School Counsellor – one year fixed term contract

JOB DESCRIPTION

Reporting to:

Assistant Head - Inclusion

Job Purpose:

The Counsellor will deliver a therapeutic service to the pupils at Woodbridge High School, a co-educational school for 11-18 year olds.

The post holder will be required to work primarily with individuals in 1:1 counselling

The successful candidate will also conduct regular assessments in response to referrals and make a contribution in developing whole school emotional wellbeing in a way that is coordinated with wider staff and departments.

The successful applicant must have a counselling or psychotherapy qualification

Key Responsibilities:

- To offer pupils individual counselling following relevant ethical guidelines (e.g. BACP, UKCP) and responsibilities as well as working within school policies and practices.
- Administering the school therapy service
- To liaise with school staff in particular pastoral leaders and support
- To work collaboratively with the mentor coordinator, regularly liaising on cases
- To keep suitable case records in a secure place, communicating with school staff regarding cases as appropriate and reporting to the leadership team on service progress
- To provide information on the counselling/therapy service, the role of the counsellor/therapist and the boundaries of confidentiality to pupils, staff and parents
- To observe safeguarding procedures in adherence with Woodbridge High School policies and practices
- To be mindful of the needs of the whole school and flexible in delivering a therapeutic service.
- To work with a diverse range of issues including bereavement and loss, transition, self-harm, depression and anxiety, early developmental trauma, attachment disorders, abuse of any kind.
- To provide supervision and support to trainee counsellors if applicable

PERSON SPECIFICATION

Education/Qualifications

- Qualification/certificate in counselling
- Further therapeutic training, experience or qualification in working with children and young people

Knowledge

- An awareness of range of needs of people from diverse ethnic, cultural and social backgrounds.
- Child Protection knowledge and awareness.

Experience

- Minimum of 2 year's post qualification experience
- Minimum of 1 year experience of working with children and young people
- Experience of working in a school (preferred but not essential)
- An interest or experience offering Arts and creative therapies including Play, Art and Drama (preferred but not essential)
- Experience of working with families (preferred but not essential)
- Experience of facilitating groups (preferred but not essential)

Skills and Abilities

- Good written and verbal communication and organisational skills
- Ability to work independently, manage own caseload and use initiative
- Ability to work under pressure
- The emotional resilience to encounter high risk cases
- Flexibility to work systemically within an established organisation
- Ability to work with change
- Positive communication and listening skills
- Self-awareness as a practitioner