



The successful candidate will share a commitment to:

- our core values as defined in our mission statement & motto (above) and our student ethos underpinned by Courtesy, Consideration, Contribution and Co-operation;
- a belief that every student can achieve irrespective of starting point or circumstance.

You will commit to our staff culture (as defined below) and will play your role in promoting and contributing to this culture amongst all staff at HWS.

## HWS Culture – Non-Negotiables

### SHOW UP!

- ✓ **S**tudents come first
- ✓ **H**ard work – we do whatever is necessary to provide the best experience for our students
- ✓ **O**ur own children. We make HWS a school that we would be proud to send our own children to. We work to this end every single day.
- ✓ **W**e and not I. We are a team. We do what we say we do – we stick to school strategy, behaviours and processes.
- ✓ **U**naframed of failure. We are not afraid to fail, nor to learn from failure. When things go wrong, we do not blame – we support each other and we look after each other
- ✓ **P**rofessional trust and accountability. We trust each other implicitly professionally because we hold ourselves and each other to account openly and honestly for doing all of the above

## Person Specification

<b>School Counsellor</b>	Assessment Key: A Application Form I Interview
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<b>Education and Qualification</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessment</b>
Postgraduate Diploma or Masters level in Counselling	✓		A
BACP Accreditation, UKCP registration or BPC	✓		A
Further therapeutic training or qualification in working with children and young people	✓		A/I
Evidence of continued professional development relevant to this role.	✓		A/I

<b>Knowledge and Understanding</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessment</b>
Experience of working in a school or similar environment	✓		A
An understanding of the developmental, emotional, social and educational issues of children and young people	✓		A/I
An awareness of range of needs of people from diverse ethnic, cultural and social backgrounds	✓		A/I
Knowledge of local mental health and CAMHS Service	✓		A/I
Knowledge of the KCSIE and legislation pertaining to children and Safeguarding	✓		A
Experience of developing and delivering training practices to other staff	✓		A/I
Knowledge of the principals involved in giving advice and guidance to young people, including the place of confidentiality.	✓		A/I
Demonstrates knowledge of the range of additional support/agencies which can be of assistance to vulnerable students and their families	✓		A/I
Knowledge of the use of appropriate information sharing / multi agency working	✓		A/I
Extensive experience of working effectively with the parents carers of children	✓		A/I
Demonstrable experience of acting as a source of support, advice and expertise for staff	✓		A/I

<b>Skills and Attributes</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessment</b>
Effective oral and written communication skills	✓		I
Excellent interpersonal skills, both in working relationships with students and in forming effective professional relationships with a wide range of stakeholders including parents	✓		A/I
Good organisational and time management skills	✓		I
Ability to maintain student records and write other short reports as required.	✓		A/I
Sound IT skills to support learning and maintain electronic information systems	✓		I
High levels of personal and professional integrity	✓		I

<b>Abilities</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessment</b>
Ability to form and maintain appropriate professional relationships and boundaries with children and young people	✓		A/I
Ability to motivate students by establishing empathic and supportive working relationships.	✓		A/I
Ability and willingness to work constructively as part of a team to reach	✓		I

agreed targets and outcomes for students.			
Ability to organise and deliver intervention activities	✓		I
Ability to deal with sensitive information in a confidential manner	✓		I
Ability to provide a good role model to young people	✓		A/I
Ability to use own initiative and work flexibly	✓		A/I

<b>Other</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessment</b>
A commitment to Highgate Wood School's S.H.O.W U.P. culture	✓		A/I
Willingness to attend school training sessions	✓		A/I
Empathy with young people facing barriers to their learning	✓		I
A commitment to helping young students achieve through education and learning.	✓		I
An understanding of, and a genuine commitment to Equal Opportunities	✓		I