

Job Description

Post Title: Counsellor

Scale: SO1 (£30585-£31557 pro rata) depending on experience

Responsible: Behaviour Intervention Centre Manager, DHT Pastoral/DSL

Main objectives:

- To deliver a safe and professional counselling service to students from Year 7 to Year 13, involving both 1:1 and group interaction.
- To provide support for staff when needed.
- To provide high-quality counselling service to students, with a diverse range of needs including transition, bereavement, eating disorders, self-harm, depression, anxiety and fears, abuse of any kind.
- To provide support, guidance and advice to parents/ carers.
- To adhere to confidentiality procedures and to support the schools' commitment to providing excellent pastoral care for all students.
- To contribute to safeguarding and promotion of the welfare and personal care of young people.
- To hold membership of BACUP or similar professional body.

Main duties and responsibilities

- To offer students from Year 7 to Year 13 a professional counselling service which is accessible to all.
- To provide support, advice and guidance to individuals who are referred for counselling
- To identify counselling and mental health needs through an initial assessment of need.
- Risk assess situations and provide therapeutic informed interventions including play therapy.
- To promote counselling and advice in a range of ways ensuring that students are aware of what is offered and how to access.
- Develop and offer bespoke and tailored interventions both at an individual and group level
- To ensure accurate case records and evidence of support are documented which should be stored securely.
- To provide progress reports on referred students.
- To advise on student welfare issues as appropriate and to support staff in dealing with students who have difficulties.
- To engage with students to promote health issues.
- To liaise with parent/carers and staff as appropriate.
- To assist with the development of mediation work between peers and between staff and students.
- To network with other agencies with a view to easing referrals and accessing specialist consultants e.g. CAMHS, Social Care etc
- Sustain links with the wider community health services.
- To oversee and implement cost effective therapy, using a combination of trainee and qualified counsellors, psychotherapists, well-being practitioners and play therapists.

- To provide relevant information to or liaise with professionals where appropriate to support external referrals to specialist services or other agencies.
- Work effectively in consultation with the relevant Safeguarding and Child Protection policies
- To devise and, where appropriate, deliver a programme of CPD – training to support and develop staff and parent understanding through parent meetings and providing workshops if appropriate.
- Support the work of the Pastoral Team including evaluation of the impact of interventions provided.
- With SLT and pastoral support, to work collaboratively with staff, whilst at the same time providing a confidential place for students.
- Develop strategies for promotion of emotional resilience within the student body.
- To empower individuals enabling them to help themselves through informed choices and decision-making.
- To have a thorough knowledge of the local and National Mental Health provision.

Other

- To work as a member of the Behaviour Intervention Centre and to contribute positively to effective working relations within the school.
- To adhere fully to professional standards of practice set out by BACUP (British Association for Counselling & Psychotherapy).
- Build positive working relationships with all staff to enable all to work to best capacity.
- Performing any other duties commensurate with the grades as and when required by the line-manager or Head Teacher.
- Attend and participate in regular meetings as and when required.