

King's College

Soto de Viñuelas

JDSV66 Job Description



School Counsellor

Job Purpose

The School Counsellor will work closely with the Senior Leadership Teams, and Designated Safeguarding Leads, to provide counselling and support structures for students. She/he will report directly to the Deputy Headteacher. An ability to win the respect and confidence of all members of the school community is an essential aspect of the role, in addition to excellent and proven organisational and communication skills (written and verbal). The successful candidate will develop and maintain effective relationships with all members of the school community and outside agencies

Candidates should also have the capacity to help students achieve their absolute best as part of a team, a proactive commitment to the pastoral care and wellbeing of our learners, and a willingness to contribute to the thriving extra-curricular life of our school .

Key responsibilities and Accountabilities:

- Provide counselling services and therapeutic support to students by working closely with teams within the School and with external agencies – safeguarding the well-being and emotional needs of all students on a one-to-one and, if or when appropriate, small group basis.
- To promote a caring and supportive environment where such concerns may be explored, thereby promoting the mental and emotional health at School.
- To be responsible for advice and support to staff.
- To be responsible for maintaining appropriate and confidential records in accordance with school policies.
- Working with Safeguarding Lead, Pastoral Teams, Inclusion Team and Senior Leadership Team to support the educational, social, emotional and developmental needs of identified children.
- To have a thorough knowledge of the Mental Health provision locally and nationally.
- To make referrals where appropriate and, with student's consent, to other agencies.
- Prevention work around personal safety, resilience and signposting support for students to external agencies where appropriate.
- To maintain appropriate records and to keep these secure.
- To liaise with school staff and other professionals as appropriate to ensure the effective operation of the service.

Person Specification

- Graduate in Psychology or Counselling or Education.
- Master degree in Counselling or Psychology (from an institution recognised by the CDA)
- Registered with BACP (British Association of Counselling and Psychotherapy) or another recognised professional body.
- Relevant experience of working in a school (3-18) and has at least three years experience post qualification.
- Experienced in pro-actively leading initiatives which ensure student's well being and mental health.
- Able to demonstrate an understanding of the developmental, emotional, social and educational issues of children and young people.
- High level skills in Safeguarding policy and practice
- Able to offer professional development to staff and lead parent workshops.
- Efficient coaching skills.
- Excellent written and verbal communication skills.
- Able to work under pressure and manage own caseload.