



ST PATRICK'S PRIMARY SCHOOL, MACKSVILLE

POSITION DESCRIPTION

General Description:

Position Title: **Student Support Worker**

Accountable to: **Principal**

Accountable to **National School Chaplaincy Program (NSCP)**

Purpose / Scope of Position:

The role of the Student Support Worker is to support the emotional wellbeing of students. The programme supports schools to provide a school based role that is recognised as part of the whole school approach to Pastoral Care.

Statement of Responsibility:

The role must be consistent with the National School Chaplaincy Program Guidelines.

The role and responsibilities may include:

- Working closely with the Additional Needs Teacher/Assistant Principal to plan for and deliver student resilience and wellbeing services;
- Monitoring students and providing support such as Check in- Check out;
- Providing an evidence based targeted intervention;
- Mentoring students

Key Competencies

Demonstrate Christian values in dealings with children, parents, staff and the general public.

Demonstrate the ability to perform the role as outlined by the National School Chaplaincy Program.

Have an understanding of childhood development and implement a student focused

approach when working with key stakeholders.

Have the confidence, ability and experience to communicate and work with children/young people.

Demonstrate the ability to work consistently and positively within a team.

Ensure that timely records are maintained on the service provided to the school.

Have a broad understanding of children/young people and the issues that affect them.

Authority Limits:

Authority is delegated from the Principal for the Student Support Worker to undertake this role within the parish school. Such authorisation is clearly articulated in the parish school based Duty Statement, negotiated annually as part of the performance management process. Expenditure of funds must be in accordance with approved budgets and appropriately authorised and be consistent with DOE Guidelines.

Reporting and Relationships:

The Student Support Worker will be a member of the school Pastoral Care Team. The Principal delegates the supervision and management of the Student Support Worker to the Additional Needs Teacher. Students that are identified as requiring targeted support cannot engage in the program until written consent is gained from the parent/carer. The Student Support Worker is expected to implement and administer a record keeping system that creates and maintains full and accurate records of the service provided in the school.

Qualifications:

School Chaplains (Student Support Worker) appointed under the NSCP must meet the conditions of the Program which are set out in the Agreement with the Commonwealth.

These are:

- a. Participation by schools and students is voluntary;
- b. Chaplains may be from any faith;
- c. Chaplains must:
 - i. Not Proselytise;
 - ii. Respect, accept and be sensitive to other people's views, values and beliefs;
 - iii. Comply with the Child Protection (Working with Children's Checks) Act 2012 (NSW) and all related laws concerning child protection; and
 - iv. Meet the NSCP's minimum qualification requirements.**

***The minimum qualifications requirements for a chaplain are either a Certificate IV in Youth Work or Pastoral Care, or an equivalent qualification. The qualification must include competencies (or equivalent) in "mental health" and "making appropriate referrals".*

Statement of Duties- St Patrick's Primary School, Macksville:

The role of Student Support Worker at St Patrick's Primary School, Macksville will work under the direct supervision of and report to the Additional Needs Teacher/Assistant Principal. The Student Support Worker role will:

Specific Duties

- Conduct the following small group interventions in the school:
 - Seasons for Growth- To be held for two ages groups throughout the year.
 - Social Skills Program- Weekly sessions to support students with social issues. Report back to Additional Needs Teacher and homegroup teachers.
- Check in with students who have been on a small group intervention program.
- Work closely with the Additional Needs Teacher to support students with additional needs.
- Be an active member of the school's Pastoral Care Team and attend meetings where possible.
- Support the trained teacher assistant (Social & Emotional Support) in their role and provide guidance for targeted children in the program.

Conditions of Service

- **Employment Type:** Part-Time Temporary appointment - 5 hours per week on one day per week (tbc)
- **Tenure:** One Year
- **Remuneration:** School Support (General Employee Classification) Level 4.3 or 6 (This aligns with relevant qualifications)