



# Ash Manor School

## Aspire and Achieve



### JOB PROFILE & PERSON SPECIFICATION

<b>CONTRACTUAL DETAILS</b>	
Post Title:	Therapist
Grade:	PS11
Line managed by:	Inclusion Manager
Line management of:	ELSA
<b>ROLE PURPOSE</b>	
<i>This is a draft job description and the areas of responsibility will be developed throughout the year to reflect the strengths of the post holder, their areas for development and aspirations.</i>	
<ul style="list-style-type: none"><li>❖ To provide targeted therapeutic intervention to students who require this support to improve their identified area of need</li><li>❖ To work to support students, parents and staff to develop strategies to promote positive behaviour for learning and future aspirations</li><li>❖ Comply with and assist with the development of issues relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.</li></ul>	
<b>CORE ACCOUNTABILITIES &amp; ABILITY STATEMENTS</b>	
<b>Measureable outcomes</b> <ul style="list-style-type: none"><li>❖ Improvements in student engagement and progress during time in interventions and beyond.</li></ul>	
<b>Main responsibilities</b> <ul style="list-style-type: none"><li>❖ Plan and implement counselling services for students who require them</li><li>❖ Be pro-active in identifying students, working alongside the SENCO, HOH and tutors to ensure those students who need it most receive appropriate support.</li><li>❖ Work with the Inclusion Manager to prioritise cases and identify appropriate levels of intervention.</li><li>❖ Monitor progress and record interventions.</li><li>❖ Maintain appropriate and confidential records meticulously.</li><li>❖ Liaise with staff, parents and external agencies if required to ensure that the child is safe and can thrive.</li><li>❖ Provide training and advice to staff to enhance the experience of students.</li></ul>	
<b>Monitoring</b> <ul style="list-style-type: none"><li>❖ Weekly meeting with Inclusion Manager</li><li>❖ Termly performance management by Inclusion Manager</li></ul>	

- ❖ Regular liaison with the DSL

**Interventions responsible for:**

- ❖ Therapy sessions

**Reports**

- ❖ Half termly reports on progress from all interventions
- ❖ Weekly summaries to be discussed with Inclusion Manager.
- ❖ Reports as requested by SLT and governors

**Corporate & statutory initiatives – equalities/health & safety**

- ❖ Maintain an awareness of school, national and statutory policies and requirements and apply these in the workplace.
- ❖ Have a thorough knowledge of the Mental Health provision locally and nationally.
- ❖ Participate in relevant training and meetings.

Whilst every effort has been made to explain the main duties and accountabilities of the post, each individual task undertaken may not be identified.

This Job Description is current at the date shown but following consultation with you, may be changed by Leadership to reflect or anticipate changes in the Job which are commensurate with the salary and Job Title.

**The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. The post holder will be subject to enhanced Disclosure and Barring Service (DBS) checks prior to commencing employment.**

**PERSON SPECIFICATION: Therapist**

Attributes	Essential	Desirable
Education, Training and Qualifications	<ul style="list-style-type: none"> <li>• Hold Grade C/4 (or equivalent) in Maths and English at GCSE level</li> <li>• Has a recognised qualification in therapy/counselling to at least Diploma level and be registered with an appropriate body e.g. COSCA or BACP</li> </ul>	<ul style="list-style-type: none"> <li>• CBT qualified</li> <li>• Grief trained</li> <li>• Mental Health First Aid trained</li> </ul>
Experience and Knowledge	<ul style="list-style-type: none"> <li>• Experience of working with children who have a wide variety of educational and social needs</li> <li>• Ability to work independently and autonomously as well as within a team</li> <li>• Have a thorough knowledge of the Mental Health provision locally and nationally.</li> </ul>	<ul style="list-style-type: none"> <li>• Has a basic knowledge of how schools are organised and managed</li> </ul>

Self-Management Skills and Abilities	<ul style="list-style-type: none"> <li>• Ability to use language and other communication skills that students can understand and relate to</li> <li>• Ability to establish positive relationships with students and empathise with their needs</li> <li>• Ability to demonstrate active listening skills</li> <li>• Ability to work effectively and supportively as a member of the school team</li> <li>• Have initiative and be self-motivated and committed to safe guarding the needs of all</li> <li>• Ability to work within and apply all school policies e.g. behaviour management, child protection, Health &amp; Safety, Equality etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Use of SIMS or equivalent</li> </ul>
Personal	<ul style="list-style-type: none"> <li>• Calm disposition</li> <li>• Willing to accept the demands and challenges of the post and respond in a flexible manner</li> <li>• Excellent time-management and multi-tasking skills</li> <li>• Ability to work under pressure and to tight deadlines</li> <li>• Is committed, resilient, robust, resourceful, keen and enthusiastic</li> <li>• Can demonstrate fairness, honesty, integrity and confidentiality in existing practice and conduct as a professional</li> <li>• Can show positive commitment to organisational principles</li> <li>• Committed to safeguarding and promoting the welfare of students and Ash Manor School</li> </ul>	
Safeguarding	<p><b>The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. The post holder will be subject to enhanced Disclosure and Barring Service (DBS) checks prior to commencing employment.</b></p>	

Signed by Job Holder: ..... Date: .....

Signed by Line Manager: ..... Date: .....

Signed by Headteacher: ..... Date: .....

Signed by Pay Committee: ..... Date: .....