

## Social Worker / Mental Health Practitioner / Counsellor

### Position Overview

The Social Worker / Mental Health Practitioner / Counsellor provides additional resources to the College Wellbeing Team which comprises of Year Level Leaders, School Psychologist, Learning Diversity Leader, Wellbeing and Learning Leader and the Deputy Principal – Pastoral Care.

The role includes:

- contributing to whole-school approaches to wellbeing, particularly in the area of mental health prevention and promotion;
- provision of direct counselling support to students and other early intervention services;
- coordination of supports for students with more complex needs

The Social Worker / Mental Health Practitioner / Counsellor supports students, who are facing a range of barriers to learning, to achieve their educational and developmental potential by providing a range of strategies and specialised support at the individual, group, school and family levels.

The successful applicant could be Social Worker or an Occupational Therapist, Nurse or Counsellor with a mental health specialisation. They would need to be registered with the appropriate professional organisation - AASW (Social Workers) or with AHPRA (Occupational Therapists, Psychologists or Nurses) or VIT (teachers).

### Statement of Duties

#### Students

1. Provide confidential individual and group counselling intervention to students.
2. Working with the *Student Wellbeing and Learning Teams (SWALT)*, provide comprehensive and transparent case management for students with complex needs:
  - a. Communicating with all services working with the young person and their family
  - b. Liaising with the family as required
  - c. Documenting support plans and communicating with staff.
3. Assess, plan and intervene in wellbeing programs for students with specific social, emotional and education needs who are at risk of disengaging from school.
4. Work in collaboration with services within the community to identify and intervene early with young people who have additional needs or are at risk of disengagement

	<ol style="list-style-type: none"> <li>5. Target the delivery of individual support services to those who require specialised expertise, assessment and intervention in order to overcome barriers to learning</li> <li>6. Respond to emerging student wellbeing needs and contribute to identified school and community priorities</li> <li>7. Respond to critical incidents involving students, staff and school communities</li> <li>8. Facilitate and strengthen partnerships between and the College, childhood services, community organisations, and health, family, child, mental health and youth services in order to provide greater options and coordinated service provision for children, young people and their families.</li> <li>9. Work proactively with students by promoting mental health, physical, and social awareness.</li> <li>10. Refer students and families to external agencies when necessary.</li> <li>11. Identify the need for preventative programs via consultation with students and staff and liaise with staff about program initiatives, which can support students' personal development as needs arise.</li> <li>12. Assist with the NCCD data collection process.</li> </ol>
<b>Staff</b>	<ol style="list-style-type: none"> <li>1. Provide appropriate advice to teachers regarding the impact that a student's situation may have upon their learning and suggest strategies to promote the students' wellbeing and prevent disengagement, particularly primary prevention and early intervention.</li> <li>2. Develop the capacity of staff within the College to meet the needs of young people who are disadvantaged or vulnerable, to enable them to achieve successful education and wellbeing outcomes.</li> <li>3. Support and advise teaching staff, assisting them to develop strategies for working with students, which promote and ensure their wellbeing.</li> <li>4. Liaise with the Principal, Deputy Principals, Learning Diversity Leader, School Psychologist, Year Level Leaders and individual teachers concerning the needs of specific students when required.</li> </ol>
<b>Families</b>	<ol style="list-style-type: none"> <li>1. Engage with families to support their child and strengthen home-school partnerships, including conducting home visits if appropriate.</li> <li>2. Support and assist parent/guardians of students by providing a consultation service, by suggesting developmentally and culturally appropriate strategies and techniques for managing students' needs and by providing information on referral agencies and liaising with other stakeholders when required.</li> </ol>
<b>External Agencies and Professionals</b>	<ol style="list-style-type: none"> <li>1. Collaborate with key stakeholders to design personalised plans for students</li> </ol>

	<ol style="list-style-type: none"> <li>2. Liaising with external agencies and professionals to enhance student support</li> </ol>
<b>General</b>	<ol style="list-style-type: none"> <li>1. Identify and report risks and, where possible, propose appropriate mitigation strategies.</li> <li>2. Meet regularly with members of the Pastoral team and with SWALT to address referrals, student issues, professional learning and specific issues that arise.</li> <li>3. Contribute to the development of policies, programs and practices concerning student wellbeing.</li> <li>4. Represent the College at meetings and seminars involving student wellbeing as required.</li> <li>5. Take an active role in crisis prevention and management</li> <li>6. Attend Parent Information Nights as required.</li> <li>7. Facilitate parenting programs, seminars and arrangements for guest speakers as required.</li> </ol>
<b>Accountability</b>	<ol style="list-style-type: none"> <li>1. Responsible to the Principal and to the Australian Association of Social Workers (AASW) or AHPRA should the successful applicant be Nurse, Occupational Therapist or Psychologist.</li> <li>2. Attend professional supervision</li> <li>3. Maintain confidential client records</li> <li>4. Commit to undertaking professional development in accordance with the AASW or AHPRA Continuing Professional Development Policy.</li> <li>5. Provide data on key issues requiring counselling support</li> </ol>
<b>Child Safety</b>	<ol style="list-style-type: none"> <li>1. Be familiar with and comply with the school's child-safe policy and code of conduct, and any other policies or procedures relating to child safety.</li> <li>2. Assist in the provision of a child-safe environment for students.</li> <li>3. Demonstrate duty of care to students in relation to their physical and mental wellbeing.</li> </ol>
<b>Professional Development</b>	<ol style="list-style-type: none"> <li>1. Engage in ongoing professional learning</li> <li>2. Lead and contribute to research relevant to the directions outlined in the College strategic plan.</li> <li>3. Maintain up to date ICT skills, consistent with professional and organisational requirements.</li> <li>4. Be an active member of a relevant professional association as duties permit</li> </ol>
<b>General Duties</b>	<ol style="list-style-type: none"> <li>1. Contribute to a healthy and safe work environment for yourself and others and comply with all safe work policies and procedures.</li> <li>2. Attend staff, learning area and year level meetings as relevant.</li> <li>3. Be involved in the broader life of the College by attending activities like family nights, student parent teacher interviews, school and year level</li> </ol>

	<p>based activities.</p> <ol style="list-style-type: none"> <li>4. Engage in a professional manner with students, families, staff, legislative personnel and external health professionals.</li> <li>5. Other duties as requested by the Principal.</li> </ol>
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<b>SELECTION CRITERIA</b>	
<b>Commitment to Catholic Education</b>	<ul style="list-style-type: none"> <li>• A demonstrated understanding of the ethos of a Catholic school and its mission.</li> <li>• A demonstrated commitment to the vision and mission of the College.</li> </ul>
<b>Commitment to Child Safety</b>	<ul style="list-style-type: none"> <li>• A demonstrated understanding of child safety.</li> <li>• A demonstrated understanding of appropriate behaviours when engaging with adolescents.</li> <li>• Be a suitable person to engage in child-connected work.</li> <li>• Must hold or be willing to acquire a Working with Children Check card and must be willing to undergo a National Police Record Check.</li> </ul>
<b>Education and Experience</b>	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>1. Qualification in Bachelor of Social Work; Bachelor of Youth Work; Bachelor of Psychology; Bachelor of Counselling; or higher</li> <li>2. Member of the Australian Association of Social Work (AASW) Code of Ethics and Standards for School Social Work practice or full registration with AHPRA (Nurse, Psychologist or Occupational Therapists)</li> <li>3. Maintains current knowledge of federal and state laws and regulations and abides by said laws and regulations with emphasis on persons with disabilities, child welfare, mental health, confidentiality, and student and parent rights</li> <li>4. Demonstrated experience and knowledge in the management of emotional, developmental and mental health concerns relevant to adolescents</li> <li>5. Approachable, positive and professional therapeutic style</li> <li>6. Experience and knowledge in a range of counselling methods</li> <li>7. Demonstrated ability to work autonomously and as part of a team</li> <li>8. The ability to respond effectively in managing a crisis</li> </ol>
	<p><b>Desirable Other:</b></p> <ol style="list-style-type: none"> <li>1. An interest in, and understanding of, trauma and trauma informed practice.</li> <li>2. Experience working in a secondary school context and counselling people from a variety of cultural backgrounds</li> </ol>

### Skills and Attributes

1. Experience in the initiation, development and implementation of programs, procedures and policies that foster resilience in young people and address their social, emotional and educational needs
2. Excellent interpersonal and communication skills
3. Good oral and written communication skills, including a demonstrated ability to deliver a comprehensive service to students, parents/guardians and the school community
4. High level of confidentiality and discretion
5. Highly developed counselling skills and experience in counselling adolescents presenting with a range of issues
6. Experience in policy development and policy writing skills, with strong attention to detail
7. Ability to develop and maintain strong working relationships with key stakeholders, and liaise effectively with a wide range of people within the education and wider community
8. Ability to work as part of a team
9. Proven capacity to work independently
10. Sound organisational skills including strong attention to detail
11. Proven time-management skills
12. Demonstrated capacity to participate in a range of school activities, e.g. school sports, sacramental programs, camps/excursions.

**Tenure:** Initially a 12 month contract position with the possibility of being ongoing.

**Hours:** Full time (0.6 – 0.8 FTE would be considered for a suitable applicant)

**Remuneration:** Will be dependend on experience and qualifications

Salary range: VCEMEA ES Level 4 – 5 (Non Teacher)

VCEMEA T1.1 – T2.6 (With a teaching qualification)