

## SECONDARY SCHOOL COUNSELLOR

**Reporting to:** The Principal Concordia Campus through the School Leader

**Location:** The position will be located at Concordia College Concordia Campus, 24 Winchester Street, Highgate

**Classification:** As determined by the College within the current *Lutheran Schools SA Enterprise Agreement 2024*.

**Tenure:** Ongoing

**Time Allowance:** 37.5 hours per week, 39 term weeks.

### Role Description

The Secondary School Counsellor supports students in developing strategies to manage individual, peer, social and emotional concerns.

### Essential Requirements

- Completion of a Diploma of Counselling or a Bachelor of Counselling, along with professional membership with either the Australian Counselling Association or the Psychotherapy and Counselling Federation of Australia OR
- Completion of relevant qualifications in Psychology along with registration with the Australian Health Practitioner Regulation Agency
- current Working with Children Check and RRHAN-EC
- First Aid accreditation

## Selection Criteria

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| <b>Counselling</b>        | <ol style="list-style-type: none"> <li><b>1. Student Support</b> <ul style="list-style-type: none"> <li>• Provide effective and appropriate counselling for students</li> <li>• Provide one-to-one counselling on a wide range of student concerns</li> <li>• Be proactive in encouraging and developing resilience in students</li> </ul> </li> <li><b>2. Communication &amp; Interpersonal Skills</b> <ul style="list-style-type: none"> <li>• Excellent written and verbal communication.</li> <li>• Ability to liaise effectively with students, parents, staff, and external stakeholders.</li> <li>• Strong ability to work collaboratively with carers and families to support the well-being of a student.</li> </ul> </li> <li><b>3. Knowledge and Experience</b> <ul style="list-style-type: none"> <li>• Experience working with adolescents</li> <li>• Knowledge of relevant legislation relevant to the role</li> <li>• Familiarity with relevant school policies, guidelines and procedures</li> <li>• Capacity to create partnerships with institutions and organisations beyond the educational environment.</li> </ul> </li> <li><b>4. Values and Ethos</b> <ul style="list-style-type: none"> <li>• Commitment to the aims and values of independent education.</li> <li>• Professional integrity, discretion, and respect for confidentiality.</li> <li>• A positive, can-do attitude and willingness to contribute to the wider life of the school community</li> </ul> </li> </ol> |
| <b>Culture</b>            | <ul style="list-style-type: none"> <li>• Demonstrates, expects and communicates behaviours that reflect the values and culture of the College</li> <li>• Has an understanding of and demonstrates a strong commitment to the ethos and practice of Lutheran schooling and Christian living</li> <li>• Establishes and maintains high expectations of staff and students</li> <li>• Acknowledges successes and encourages collegiate support</li> <li>• Contributes to College-wide initiatives</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Competencies</b>       | <ul style="list-style-type: none"> <li>• A lateral thinker and positive problem solver</li> <li>• Shows professional judgement and initiative</li> <li>• Strong knowledge of Microsoft O365, &amp; SEQTA</li> <li>• Appropriate knowledge of relevant digital technologies</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Personal Qualities</b> | <ul style="list-style-type: none"> <li>• Motivates and influences through exceptional communication and collaboration</li> <li>• Demonstrates excellent professional judgement, composure and resilience when faced with challenge</li> <li>• Openness to change and improvement</li> <li>• Ability to work in a demanding role, including working out of normal hours</li> <li>• Projects positivity and displays genuine enthusiasm and optimism</li> <li>• Consistently shows support for school wide policy initiatives and strategic plans, both within and outside the College</li> <li>• Displays personal integrity, honesty, resilience and courage</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |