



ARTHUR MELLOWS VILLAGE COLLEGE



JOB DESCRIPTION

This school/college is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

NAME:

JOB TITLE: SCHOOL COUNSELLOR

RESPONSIBLE TO:

LINE MANAGEMENT RESPONSIBILITY: NONE

BUDGET: NONE

OVERALL RESPONSIBILITY

- Provide high-quality counselling or brief interventions with young people in the College aged 11-18
- Work collaboratively as part of a team of Safeguarding experts and the wellbeing lead on supporting mental health and wellbeing in the College.
- To work as a member of the Counselling service delivering support to students.
- To provide individual counselling through the counselling service and to help students reach their educational and personal potential.
- To provide effective counselling and promote personal development and wellbeing to a large and diverse community of students often struggling with a diverse, often complex, range of difficulties both academic and personal.

SECTION 1 - DUTIES:

1. To contribute to the development, delivery and evaluation of personal and professional developments through counselling.
2. To assess for severity risks over appropriate action, liaising with and referring on to other professionals as appropriate.
3. To contribute as required to the delivery of the drop-in service.
4. To reflect on practice and keep up to date with theory accordingly.
5. To manage own counselling, training, development and administrative activities with guidance/supervision as required.
6. To work at all times within appropriate professional Ethical Frameworks.
7. Designated Safeguarding Lead (where identified as DSL) taking lead responsibility for safeguarding and child protection including online safety and understanding the filtering and monitoring systems and processes in place. The DSL should provide advice and support to other staff, liaise with the LA, update the board's safeguarding link governor/academy trustee, provide safeguarding reports to the board and work with other agencies. They must ensure that the Safeguarding Policy (and linked policies) and hire contracts, remain up to date with the most recent Safeguarding standards.

Any other tasks, duties or services that may be reasonably requested.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the College in relation to the post holder's professional responsibilities and duties.

Elements of this job description and changes to it may be negotiated at the request of either the Head of College or the incumbent of the post.