



SCHOOL COUNSELLOR ROLE DESCRIPTION

Ethos: For Greatness, For Excellence, For Christ

Vision: To develop in each child their unique qualities, equipping them to enjoy a successful Christ-centred life.

Responsible for:

- Counselling Junior and /or Senior School students
- Providing personal, mental, health and wellness counselling to students
- Liaise with staff to implement strategies and supports for students
- General administration support to the Welfare Department

Key Result Areas:

Specific Accountability	Performance Standards
Personal Attributes	<ul style="list-style-type: none">• Be discreet and keep confidentiality at all times• Act with tolerance and compassion• Demonstrate an acceptance of other people• Exhibit self-discipline• Exhibit a positive outlook on life
Skills	<ul style="list-style-type: none">• Communicate effectively with students, staff and parents• Excellent mediation skills• Excellent listening skills• Ability to quickly 'switch gears'• Work closely with the Welfare Department as a team member• Meet weekly with the Welfare team• Maintain accurate records• Ability to think creatively, innovatively, critically and analytically.• Ability to problem solve• Sound knowledge of a full range of counselling theories, methods and practices• Keep current and updated in trends and programs in the counselling area

Other relevant information - Other duties as directed by the Director of Wellbeing

MEA - NSW Christian Schools General Staff Multi-Enterprise Agreement 2020-2023

Qualifications / Skills Required - Counselling Degree / Diploma as recognised by the School