

**School Counsellor Role Description**

School Counsellors in Catholic schools, not only need to be qualified clinical practitioners who have a knowledge and appreciation of school environments, they also need to be fully supportive of the ethos and purpose of the Catholic school.

**Actively Promote Proactive and Preventative Practices and Initiatives.**

* Work in consultation with the Principal, school leadership team, staff and Catholic Schools Office staff, to improve student wellbeing and learning outcomes together with the implementation of school and/or system priorities.
* Provide short term psychological counselling, therapy and programs for individuals and groups for a range of mental health, emotional and family issues.
* Plan, implement and evaluate evidence-informed early targeted interventions, in collaboration with staff, relevant professionals and families to increase positive mental health outcomes.
* Assist the Principal or delegate by providing timely and accurate information so they can effectively oversee student wellbeing issues.
* Promote positive mental health outcomes and social emotional literacy by being an active member of the school pastoral care team.
* Provide professional learning and information to build the capacity of school staff and families to improve students’ learning and developmental outcomes.

# Facilitate a Coordinated Approach to Support Students

* Coordinate a referral process that empowers stakeholders to effectively respond to student needs and supports the development of positive student health and wellbeing outcomes.
* Respond to and assist the school in their response to critical incidents and emergencies.
* Identify and collaborate with key external agencies in the school community.
* Collaborate with school key stakeholders, external agencies and families to support students with complex needs.

# Demonstrate Professional and Ethical Practices

* Collect, collate and maintain student information and records to meet legislative and system requirements.
* Engage in Catholic Schools Office – Lismore, professional learning and allocated hours of external supervision support.
* Respond appropriately in compliance with Catholic Schools Office – Lismore guidelines, to requests or communication from legal representatives. This includes responding to subpoenas and court orders.
* Follow the Catholic Schools Office - Lismore Child Protection Policy, including reporting any concerns regarding the safety, welfare or well-being of a child or young person to the Principal.
* Maintain professional competence and continued professional learning, inclusive of maintaining professional self-care.
* Follow recommendations in the Catholic Schools Office School Counsellor Expectations Document.

**Remuneration:**

* A teacher with Psychology registration and 5 years’ full-time experience as a School Counsellor, can earn up to $126,256.75 pro-rata.
* An experienced Psychologist or Social Worker/Counsellor can earn up to $117,062.75 pro-rata. Qualifications and experience are used in the calculation of remuneration.