

Position Description



Position title:	Student Counsellor
School/Directorate/VCO:	Student Experience and Administration Services (SEAS)
Campus:	Mount Helen. Travel between campuses will be required.
Classification:	Within the HEW Level 7 range
Time fraction:	Full-time Flexible working arrangements by negotiation
Employment mode:	Continuing employment
Probationary period:	This appointment is offered subject to the successful completion of a probationary period.
Further information from:	Lucinda Bilney Senior Manager, Student Wellbeing Ph: 0429051938
Recruitment number:	850525

Background

At Federation University, we are driven to make a real difference to the lives of every student, and to the communities we serve.

We are one of Australia's oldest universities, known today for our modern approach to teaching and learning. For 150 years, we have been reaching out to new communities, steadily building a generation of independent thinkers united in the knowledge that they are greater together.

Across our university and TAFE campuses in Ballarat, Berwick, Brisbane, Gippsland, and the Wimmera, we deliver world-class education and facilities. With the largest network of campuses across Victoria, as well as a growing Brisbane base, we are uniquely positioned to provide pathways from vocational education and skills training at Federation TAFE through to higher education.

Directorate

The Student Experience and Administration Services (SEAS) Directorate is led by the Dean of Students and Registrar and is part of the Deputy Vice-Chancellor, Academic portfolio. The Directorate oversees the provision of services across the student lifecycle from inquiry to graduation, including student engagement, employability, equity, wellbeing, student advocacy, learning and academic skills, as well as student administration services, and contact centres. The Directorate works collaboratively across the University and has close links with external stakeholders including employers, industry groups and the community.

SEAS was founded on a vision of sector best practice and service excellence and driven by the University's strategic goals. Its collective focus is to support and engage effectively with learners and prospective learners across their student journey. We strive to help our graduates to value life-long learning, achieve fulfilling careers and lives, and contribute to their communities. We provide personalised face-to-face and online services to meet individual needs, take a whole-of-person approach to supporting our students, and provide programs that equip graduates with essential skills to thrive in life after university.

Position summary

The Student Counsellor position is responsible for the provision of counselling services for students at Federation University Australia. The counselling service offers short-term therapeutic interventions, diagnosis, and specialist referral of students with longer term mental health needs.

In addition to counselling duties, there is an expectation that the Student Counsellor will participate in the delivery of mental health education programs e.g. Mental Health First Aid and contribute to the development of resources to support the mental health and resilience of students of Federation University.

Key responsibilities

1. Provide evidence-based assessment and short-term psychological interventions supporting student mental health and improving academic outcomes and student retention.
2. Assess for, and manage, emerging, acute, and complex student mental health issues, including student risk.
3. Maintain record in accordance with Federation University requirements, relevant legislation, and professional bodies.
4. Adhere to Federation University and relevant counselling practice/service policies, standards, and frameworks.
5. Contribute to local counselling team response to critical incidents including provision of psychological first aid.
6. Contribute to the delivery of mental health education programs e.g. Mental Health First Aid
7. Support the development of resources to support the mental health and resilience of students of Federation University.
8. Reflect and embed the University's strategic purpose, priorities and goals when exercising the responsibilities of this position. For a more complete understanding and further information please access the Strategic Plan at: <https://federation.edu.au/about-us/our-university/strategic-plan>.
9. Undertake the responsibilities of the position adhering to:
 - The Staff and Child Safe Codes of Conduct and Conflict of Interest Policy and Procedure;
 - Equal Opportunity and anti-discrimination legislation and requirements;
 - the requirements for the inclusion of people with disabilities in work and study;
 - Occupational Health and Safety (OH&S) legislation and requirements; and
 - Public Records Office of Victoria (PROV) legislation.

Level of supervision and responsibility

Under the broad direction of the Senior Counsellor and Mental Health Program Lead, the Student Counsellor will work with a team of counselling services staff producing proactive services for Federation University students.

The Student Counsellor will:

- Perform counselling in accordance with relevant the codes, guidelines and policies of the Psychology Board of Australia, the Australian Association of Social Workers ethics and standards or other codes of ethics and standards as per qualification (e.g. PACFA, ACA).
- Participate in regular (e.g. fortnightly) individual supervision.
- Adopt a mental health and trauma informed perspective to support counselling, and when required contribute to the operational response to critical incidents.

- With supervision, use professional judgement to refer clients to outside service providers, or interventions in the cases of students at risk

The Student Counsellor requires specialist training and professional accreditation in their field and must have the capacity to acquire knowledge of University policies in relation to student and staff matters such as Grievance, Harassment, Discipline, Bullying, Appeals processes the OH&S Critical Incident Planning.

Training and qualifications

A degree with at least four years' subsequent relevant experience in counselling; or an equivalent combination of relevant experience and or education/training.

Eligibility for registration with the Australian Health Practitioner Regulation Agency (AHPRA) or membership with the Australian Association of Social Work (AASW) with registration as mental health Social Worker.

Desirable

- Qualifications in counselling with an emphasis on short-term solution focussed therapies.
- An accredited facilitator of Mental Health First Aid training (Standard/Tertiary Blended).
- Eligible for MBS rebate funding for services provided through the Better Access Initiative.

All University positions delivering education and/or services to children (a child for this purpose is considered to be someone below the age of 18 years) must hold a valid Working with Children Check (WWCC) or hold a current registration with the Victorian Institute of Teaching (VIT).

Position and Organisational relationships

Counselling Services is a unit within Student Wellbeing, which reports to the Senior Manager, Student Wellbeing. The unit sits within the Student Experience and Administration Services (SEAS) Directorate. The Senior Counsellor and Mental Health Program Lead is part of the leadership team within the Student Wellbeing area and works in collaboration and co-operation with all other service areas as part of a whole of SEAS Directorate approach.

The Student Counsellor will have close working relationships with other Counsellors and university student support personnel, engagement staff and other key University staff in the SEAS Directorate and the wider Academic Portfolio.

Key selection criteria

Applicants must demonstrate they are able to undertake the inherent responsibilities of the position as contained in the position description and are able to meet the following key selection criteria:

1. A degree with at least four years' subsequent relevant experience in counselling; or an equivalent combination of relevant experience and or education/training.

Eligibility for registration with the Australian Health Practitioner Regulation Agency (AHPRA) or membership with the Australian Association of Social Work (AASW) with registration as mental health Social Worker.

Desirable

- Qualifications in counselling with an emphasis on short-term solution focussed therapies.
 - An accredited facilitator of Mental Health First Aid training (Standard/Tertiary Blended).
 - Eligible for MBS rebate funding for services provided through the Better Access Initiative.
2. Demonstrated expertise in the provision of evidence based short term psychological counselling with a diverse population who present with a broad range of issues of varying complexity.
 3. Demonstrated advanced clinical, assessment and intervention skills to autonomously address emerging serious mental health problems and moderate risk issues.

4. Demonstrated advanced interpersonal skills the ability to work as part of a team, negotiate and resolve potential conflict situations, and develop and maintain strong professional relationships both internal and external to Federation University.
5. Demonstrated experience producing clear, accurate and timely communications (written and oral) appropriate for their intended audience.
6. Demonstrated ability to work autonomously while also contributing to the wider Counselling team.
7. Demonstrated knowledge and experience providing counselling services to young people, clients from diverse cultural and linguistically diverse backgrounds, clients with disabilities and from regional/rural areas,
8. Demonstrated experience delivering training programs and workshops on wellbeing and mental health topics,
9. Demonstrated ability to stay abreast of and apply latest mental health, wellbeing and counselling research and professional practices.
10. Experience in working in cross-disciplinary teams in developing and providing wellbeing and mental health services
11. Demonstrated working knowledge and application of the Child Safety Standards.
12. Demonstrated knowledge and application of appropriate behaviours when engaging with children, including children with a disability and from culturally and/or linguistically diverse backgrounds.

The University reserves the right to invite applications and to make no appointment.

It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The aspects mentioned above may be altered in accordance with the changing requirements of the role.