SANTA MARIA COLLEGE PERTH

POSITION DESCRIPTION

Position: College Psychologist/Counsellor

Classification: Psychologist

Reports to: Deputy Principal Pastoral Care

Tenure: 0.8 – 1.0 FTE
(possibility of ongoing)

The College Psychologists will work with students directly to help them manage their wellbeing, and with smaller and larger groups proactively presenting on relevant topics to student, staff and parents.

The College Psychologists follows the Australian Psychological Society's Code of Ethics. This includes the assurance of confidentiality for all referrals to the College Psychologist except in circumstances where failure to inform may result in clear risk to the student or others. The Psychologist will provide relevant information to appropriate College personnel to ensure the welfare of a student(s) experiencing difficulty.

KEY RELATIONSHIPS: The College Psychologist is required to work collaboratively with the Deputy Principal Pastoral Care, Deans of Students, Head of Boarding, Head of Enrichment and teachers.

The outline of this role is as follows:

1. MAIN RESPONSIBILITIES

- Model and promote the Catholic and Mercy ethos
- Counsel individuals and/or groups on matters which affect the educational standing and wellbeing of students. This may include learning, social, emotional and mental health issues. Where intervention beyond the expertise, scope or resources of the Psychologist is required, the student will be referred to an appropriate outside agency with prior agreement of the student and/or parent(s).
- Be available to staff and parents requiring assistance in supporting the educational and emotional needs of their students/daughters.
- Provide skill development and enhancement activities for students (individually and group), parents and/or staff. Examples include study skills, stress management, bullying, eating disorders and self-harming and staff professional development.
- Assist with behavioural issues or concerns of students.
- Liaise with/refer to outside health agencies/providers as required for the welfare of students.
- Assist in relevant policy formulation and revisions.
- Lead meetings with students and parents as required (eg risk planning, return to school meetings).
- Assist the Deans of Year in the organisation and implementation of programs focusing on the developmental needs of students.
- Work cooperatively with the Deans of Year to assist with individual student's social and emotional needs.
- Support the College's Academic and Pastoral Care Programs through individual management of student cases.
- Work in collaboration with the Head of Boarding to assist students in the transition to boarding school life and throughout their time at boarding.

- Work cooperatively with the Head of Enrichment to assist with student individual learning plans for curriculum support needs.
- Be familiar with the Child Safe Framework and its underpinning concepts
- Take a shared responsibility to ensure ongoing support for a child-safe culture
- Maintain student referrals database and case notes/records.
- Organise student appointments.
- Membership of the Crisis Response Team
- Monitor trends and maintain statistics regarding student issues.
- Maintain a visible profile in the College.
- Provide professional development for staff.
- Maintain full registration with the Psychology Board of Western Australia and satisfy continuing professional development requirements by:
- Staying informed of advances in research and practice in the areas of school and educational psychology.
- Develop and extend professional skills and knowledge by attending related professional association meetings, conferences and in-service courses.
- Other duties at the discretion of the College Principal.

2. SELECTION CRITERIA

Essential

- Knowledge of and commitment to our Catholic ethos and Mercy values
- Knowledge and experience of effective strategies, therapies and programmes for an all-girls environment
- Ability to effectively counsel individuals and/or groups on matters which affect the well-being of students. This may include learning, social, emotional and mental health issues and familiarity with risk management
- Connections with and knowledge of external services for referral
- Exemplary interpersonal and communication skills and the ability to foster positive relationships with students, staff and parents
- Highly developed ICT skills
- A commitment to ongoing professional learning
- Ability to work as part of a strong team to provide support to students
- Willingness to engage in small, medium or large group presentation or programs to proactively support the wellbeing and mental health of students as part of our three-tiered approach

3. TERMS OF EMPLOYMENT

- Registration with the Psychologist Board of Western Australia
- Working with Children Check (WWC) required
- National Criminal History Check (as issued by the Department of Education WA)