



## **ROLE DESCRIPTION**

### **COLLEGE PSYCHOLOGIST/COUNSELLOR**

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The College Psychologist/Counsellor works collaboratively with the school community to promote and foster the development and mental health of students to enable them to engage in a lifelong learning process and adjust to the needs of a changing society.

The College currently has a full time College Psychologist/Counsellor and this new position is for two days per week. Both College Psychologist/Counsellors are located in the Student Wellbeing Centre and operate as an independent wellbeing service aligned with the Student Pastoral Middle Leadership Team.

The College Psychologist/Counsellor reports to the Deputy Principal - Students.

#### **RESPONSIBILITIES**

The College Psychologist/Counsellor is responsible for:

- Promoting resilience and life skills development of all students in collaboration with staff.
- Counselling and consulting services for students with personal, social, emotional, and educational needs.
- Promoting partnerships between parents, staff and the community to support students' well-being, learning and achievement.
- Maintaining standards of practice that are consistent with codes of conduct, membership of professional associations, and the ethos of the college.

#### **DUTIES**

The College Psychologist/Counsellor is responsible for the following duties:

#### **SPIRITUAL LIFE OF THE COLLEGE**

- Ensuring the ethos of the Mary Aikenhead Ministries permeates all aspects of management related to this role;
- Witnessing to the Catholic values of the College;
- Demonstrating faith as an integral part of the mission of the College.

#### **RESILIENCE AND LIFE SKILLS DEVELOPMENT**

- Assists the Deputy Principal - Students with the development, implementation and delivery of the Positive Education Program.
- Maintaining knowledge of current psychological literature regarding adolescent and educational development.
- Creating and implementing prevention and intervention programs to support students with a wide range of needs and disorders.



- Actively participating in policy development and implementation, Pastoral Middle Leadership meetings, Staff Meetings, and Staff Professional Learning Days.

### **PSYCHOLOGY SERVICES**

- Providing counselling, consulting, referral and tertiary liaison services for students with personal, social, emotional, and educational needs.
- Providing individual and group counselling to students and parents and liaising with staff to assist with classroom behaviour management.
- Informing and advising the Principal on matters of significance including those that require mandatory reporting, formal school referral or official communication to parents.
- Working collaboratively with the Home Room Teachers, Pastoral Leaders, Program Leaders of Middle and Senior School and Learning Enrichment staff.
- Other responsibilities as delegated by the Principal.

### **PROMOTING PARTNERSHIPS**

- Recognising the College as a community and working with staff, parents and students to facilitate structures and policies that create and maintain the school as a safe and nurturing environment.
- Working with families in crisis and developing links with relevant community-based support agencies and professionals.
- Promoting opportunities for parent education and support.

### **PROFESSIONAL STANDARDS AND ETHICS**

- Maintaining registration with the Australian Health and Practitioner Regulation Agency and following standards of practice relevant to the role of Psychologist.
- Adhering to the APS Code of Ethics throughout all professional practice and demonstrating a commitment to the mission and values of the College.
- Participating in regular individual and group supervision and engaging in professional development through wider reading and attendance at relevant conferences/workshops/network meetings.
- Maintaining adequate record keeping (case notes and reports) and managing the security of these records for the mandated period of time.