**JOB DESCRIPTION**

**SCHOOL COUNSELLOR AND WELLBEING FACILITATOR**

**POSITION: School Counsellor and Wellbeing Facilitator**

**PAYSCALE: LGPS Grade 4 (7-10) actual salary £18.986**

**PURPOSE OF JOB**

* This role is to work with young people in our school providing 1:1 counselling sessions for identified students as well as supporting with the day to day wellbeing needs of our students.
* To work as member of schools pastoral team
* To ensure every student makes outstanding progress through the provision of targeted support and intervention

**MAIN ACTIVITIES**

* Providing 1:1 counselling sessions.
* Providing drop in sessions to assess the students levels of need.
* Supporting the learning support centre with the day to day wellbeing needs of our students, this will include mediations between students, talking with students in distress etc.
* Liaising with other members of staff regarding supporting wellbeing.
* Being responsible to and working under the direction of the mental health lead.
* Attend reintegration meetings where necessary

**REVIEW ARRANGEMENTS**

The details contained in this job description reflect the content of the job at the date it was prepared. It should be remembered, however, that over time the nature of individual jobs will change, existing duties may no longer be required and other duties may be gained without changing the general nature of the duties or the level of the responsibility entailed. Consequently, the school will expect to revise the job description from time to time and will consult with the post holder at the appropriate time.

**CONDITIONS OF EMPLOYMENT**

The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (The contract). The post holder is required to support and encourage the school’s ethos and its objectives, policies and procedures as agreed by the governing body:

* To uphold the school’s policy in respect of child protection matters
* Will be subject to the National Agreement on Pay and Conditions of Service, supplemented by local conditions as appropriate and all relevant statutory and institutional requirements
* The post holder may be required to perform any other reasonable tasks after consultation
* This Job Description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed
* This Job Description is not necessarily a comprehensive definition of the post. It may be subject to modification at any time after consultation with the post holder
* All staff will be expected to participate in the school’s performance management scheme.

**PERSON SPECIFICATION**

**SCHOOL COUNSELLOR AND WELLBEING FACILITATOR**

**EDUCATION & QUALIFICATIONS**

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| Essential |
| * Must be a qualified counsellor or in their last year of training on a BACP accredited course.
* Must be a member of BACP (including student membership).
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**COMMUNICATION AND INTERPERSONAL SKILLS**

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| Essential |
| * Flexible and adaptable, able to work as part of a team.
* Able to establish positive relationships with young people.
* A passion for helping young people.
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