



## JOB DESCRIPTION

<b>Job Title:</b>	Counsellor/Welfare Coordinator
<b>Salary Classification:</b>	NT Christian Schools AO6 (10wks)
<b>2021 Salary Range (Full-time):</b>	\$85,329 - \$95,288 p/a Plus super contribution of 10% of annual salary Full-time or Part-time as negotiated
<b>School/Entity:</b>	Marrara Christian College
<b>Responsible to:</b>	Principal
<b>Date Advised:</b>	December 2021

### Introduction

All people who work for NT Christian Schools are expected to have a clear understanding of, and unqualified commitment to, its biblical basis, the statement 'What We Believe'. They should act in the work place and in other areas of life in ways that are consistent with that basis. Acknowledging that all people are fallible, and that good can ultimately only come from God, staff members are expected to be committed to Jesus Christ and ought to serve and love one another as Christ loves them.

### General Expectations

The organisation's vision is to be a Christian community learning together to live life as God intended, offering hope for the world. Work in the organisation and in its educational communities involves serving and supporting those people for whom the organisation exists, namely students, trainees, their parents and communities. Each employee is expected to work as a member of a team pursuing this core function: serving and supporting each other in the tasks to which God has called them. The organisation and its educational communities have expectations of mutual love, service, trust, acceptance, patience, forgiveness and support.

Each staff member is expected to contribute positively to the maintenance of a pleasant, purposeful, productive and safe workplace. The organisation expects its employees to be generous, open, work as a team, effective, efficient, attend to detail and contribute to pleasant and positive working relationships.

## **Counsellor/Welfare Coordinator**

The Counsellor/Welfare Coordinator will be responsible for working with the People and Culture coordinator and the Education support team to support students and families, upskill teaching and support staff and direct and focus the welfare team.

They will be focused on the wellbeing of students particularly in the area of mental and emotional wellbeing.

### **Parameters of this position**

Key relationships in this position are with the people and culture coordinator. They will also work with the Education support team and the year coordinators.

They will also support and be a point person for the other welfare team members, the chaplains and the defense mentors.

### **As Counsellor/Welfare coordinator you would be responsible for:**

- Developing referral procedures for students and families that need care
- Provide training for staff in student care and welfare to upskill and empower staff
- Develop and provide small group therapies for students.
- Work with Education Support staff in supporting students and ensure appropriate care is provided
- Understand and be up to date with the various community, psychological and counselling services to be able to appropriately refer students and families as required.
- Provide training for groups of parents in order to support and upskill them

### **This looks like:**

- Working with People and Culture Coordinator to develop appropriate referral processes
- Providing small group interventions for students
- Upskilling welfare team (chaplains, Defense mentors) to provide appropriate care and interventions for students
- Develop and deliver training for families
- Working with Year Coordinator teams to upskill and support them.
- Work with students and families to support them into appropriate therapeutic pathways

### **You will:**

- Have a degree in counselling, social work or psychology.
- Be committed to working out how a Christian Worldview impacts the role of counselling
- Have good understanding of the various stakeholders and support services that students and families can be connected into
- Be responsible for ensuring that appropriate records are kept.
- Have a working knowledge of legislation and NT Christian Schools policy and procedures with regards to the safeguarding of students.
- Any other duties as reasonable required by the Principal.