



EMPLOYEE	
DEPARTMENT	ECG College
REPORTS TO	Principal
APPROVED BY	Chief Executive Officer
DATE	January 2021
POSITION OBJECTIVE	To provide direct counselling support and other intervention services for individual students and groups identified as at-risk and/or experiencing or demonstrating mild to moderate mental health needs; To co-ordinate supports for students with critical needs both within and external to the school, including working proactively with other health professionals to engage further support as required; To enhance promotion and prevention activities in the school by contributing to the whole school health and wellbeing plans, building the capacity of teaching staff and school leadership to manage student health and wellbeing, and helping to embed mental health promotion and prevention programs and strategies in the school.
<i>Achievement of the position objective will be reviewed against the following key performance indicators in the annual appraisal and review process and as required.</i>	

Key Performance Indicators

- Deliver professional support service, including the direct counselling for students with a range of mental health issues, applying sound theoretical knowledge and practical expertise.
- Plan and implement evidence-based intervention strategies for students with complex needs including collaborating with families, other professionals and agencies when appropriate, and manage the associated risks.
- Work collaboratively to contribute to policies and operational practices that will guide the work of others, including other school wellbeing staff and teachers.
- Provide leadership and professional learning to others, such as teachers and other school wellbeing staff, to build the capacity of schools to improve students' learning and developmental outcomes.
- Liaise with external service providers where necessary to provide support to students.
- Maintain professional competence and continued professional learning, including attending professional development activities throughout the year.
- Meet relevant policies and legislative requirements in relation to student health information privacy.

Key Selection Criteria

- Demonstrated experience in assessing, conceptualising and analysing wellbeing issues, and providing evidence-based direct counselling for a range of mental health issues.
- Demonstrated experience in planning and implementing evidence-based intervention strategies for clients with complex needs.
- Demonstrated ability to input into the development, implementation and evaluation of policies and strategies relating to mental health and wellbeing.
- Highly developed communication, networking and interpersonal skills including the ability to liaise effectively with a wide range of people.
- Ability to provide leadership and professional learning that informs and influences the work of others involved in the engagement and wellbeing of children and young people.
- Clear understanding of legislative requirements regarding privacy of health information.
- Clear Police check
- Clear Working with Children check

Functional Relationships

Key Internal

Students
Welfare staff
Teachers
Principal

Key External

Support agencies
Families

Qualifications:

Tertiary qualifications in an appropriate:

- Psychology
- Social Work
- Occupational Therapy
- Nursing field

And with appropriate post-graduate qualifications including mental health accreditation.

Required

Applicants must hold:

- Professional registration with APHRA or AASW
- have demonstrated direct counselling experience.
- Hold a current Victorian Driver's Licence.

Desirable

- For Mental Health Nurse applicants, hold a Mental Health Nurse Credential and membership with the Australian College of Mental Health Nurses
- For Occupational Therapist applicants, hold a Better Access to Mental Health endorsement.
- For Psychology applicants, specialisation in education and/or developmental psychology.
- Experience in alternative therapies, especially equine therapy.

Our Values are reflected in our commitment to:

- Develop, encourage, support, affirm and recognise ***Our People*** #
- ***Integrity*** through the high standards we hold ourselves to
- ***Respect*** for *Our People*, the community and the environment
- ***Collaboration*** with *Our People* and the community to advance our Mission and Vision
- ***Accountability*** for making a difference and achieving results
- Uphold the highest Standards to ensure ***Safety*** for all
- ***Quality of Experience*** for *Our People* and stakeholders

Our People are our staff, students and volunteers

Acknowledgement:

CCG will not engage, employ, contract or otherwise deal with any Disallowed Person as defined by the Standard VET Funding Contract Skills First Program.

The term 'Disallowed Person' applies to both registered training organisations and Relevant Persons at registered training organisations where the registered training organisation has, since 1 January 2011, been subject to any of the following actions for performance reasons:

- A VET Funding Contract termination
- Termination of an 'Other VET Funding Arrangement'
- Registration cancellation, revocation or suspension (whether by the VRQA or ASQA)
- Restrictions imposed on registration (whether by the VRQA or ASQA)

If you are a "Disallowed person" as described above it is your duty to disclose this and as such will not be eligible for this position within CCG.

A Disallowed Person can be an individual (natural person) or an 'entity' (including a body corporate, partnership, association, governmental or local governmental authority or agency).

A Relevant Person means an individual who has been an Executive Officer or High Managerial Agent, or at a sufficiently high level within an organisation to have exercised a material degree of control or influence over the management or direction of the organisation in relation to training delivery.

DECLARATION:

Approval

I approve this Position Description as a current and appropriate reflection of the requirements, roles and functions as described employed by Community College Gippsland.

This Position Description forms part of the Contract of Employment as offered to:

..... (insert name)

Signed: **Date:**

Position: Chief Executive Officer

Employee Statement:

I have read, understand and accepted the above Position Description.

I understand that the Roles, Functions and Key Performance Indicators in this Position Description, form part of the Community College Gippsland Contract of Employment.

Name:

Signed: **Date:**