



THE BILLERICAY SCHOOL

A Compass Education Trust School

Job Title	Part Time School Counsellor
Grade/Salary	Band 4 Point 25 – 28 £12,477.19 - £13,574.61
Hours	Three days per week (18 hours) – days to be agreed at interview 08.30 am – 3.00 pm Term Time only
Closing Date	Monday 5 September 2022 @ 09.00 am
Interview Date	To be confirmed
Date Required	September 2022
Reporting To	Deputy Headteacher – Head of Pastoral Assistant Headteacher – Head of Additional Needs

Details

We seek a committed and experienced School Counsellor who will be responsible for providing a confidential counselling service to students in Years 7 to 13 through individual sessions. The ideal candidate will respond to students personal, social, emotional or educational concerns; and contribute to the whole school's SEND provision as required.

Responsibilities

Students

- To offer a confidential counselling service for students who are referred via Head of House, responding appropriately to their issues
- To promote a caring and supportive environment where concerns can be explored.
- To develop and use a range of solution focused interventions to support the students.
- To work closely with the Pastoral Teams to ensure the wellbeing of students, sharing information as appropriate as well as guidance and support where necessary.
- To ensure good communication with the DSL and DDSL in relation to students at risk

Administration

- To keep clear and concise records of all sessions, which will remain confidential unless there is a safeguarding concern.
- To manage initial assessment and consent paperwork.
- To provide a termly evaluation report for Governors via DH Pastoral around the work being done with students and the impact

General

- To work within the codes of practice and ethics recommended by the BACP, UKCP or equivalent professional organisation.



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- To be aware of, and comply with, policies and procedures relating to safeguarding and child protection, health and safety, confidentiality and data protection reporting all concerns to the appropriate person
- To attend and participate in relevant meetings as required
- To participate in training and performance development as required
- To provide information on the counselling service and the role of the counsellor to parents and carers
- To monitor the case load and progress of our Volunteer Trainee Counsellors.

The duties above are neither exclusive nor exhaustive and the postholder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.

About the School

The Billericay School is a heavily oversubscribed comprehensive in Essex with a specialism in Mathematics and Computing. The school has polite and engaged students who want to learn and benefits from good parental support.

With direct links to the 'Outstanding' Billericay Educational Consortium, The Billericay School is renowned for the high standards of CPD it delivers as well as the collaborative and supportive ethos it promotes amongst staff.

Our Governing body is committed to safeguarding and promoting the welfare of all children and young people and expects all staff and volunteers to share in this commitment. The post is subject to satisfactory medical checks, enhanced DBS clearance and references.

Additional Benefits

As a valued member of our team, you will be entitled to the following benefits:

- Free access to our fully equipped Gym (and induction program).
- Free access to our swimming pool
- Employer Pension Contribution
- Access to the "Cycle to Work" scheme
- Eye test vouchers
- Access to our Wellbeing programme (includes counselling sessions and online discounts)

How to apply

When applying for this position, please use The Billericay School application form, which can be found on our school website under Vacancies: <https://www.billericayschool.com/vacancies/>

Please do not hesitate to contact us via email, if you have any questions: info@billericayschool.com



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	Essential	Desirable
Qualifications and Training	<ul style="list-style-type: none">• BACP Accreditation, UKCP registration or BPC• Further therapeutic training or qualification in working with children and young people	<ul style="list-style-type: none">• Post-graduate Diploma or Masters level in Counselling or Psychotherapy
Experience	<ul style="list-style-type: none">• Minimum of 2 years' post qualification experience• Minimum of 1 years' experience of working with children and young people	<ul style="list-style-type: none">• Experience of working in a school environment
Skills	<ul style="list-style-type: none">• Excellent interpersonal skills to communicate effectively at all levels.• Good written and verbal communication skills.• Ability to work independently on own initiative to plan and evaluate, managing a varied caseload and an ability to work under pressure.• Positive communication and listening skills.• Work well both individually and as part of a team to make a difference.• Patience, tolerance and sensitivity.• A mature and non-judgemental outlook.	
Knowledge	<ul style="list-style-type: none">• An understanding of the developmental, emotional, social and educational issues of young people.• An awareness of range of needs of people from diverse ethnic, cultural and social backgrounds.• Knowledge of local mental health and CAMHS Service.• Knowledge of the Children's Act and legislation pertaining to children, including Keeping Children Safe in Education.	