



## JOB DESCRIPTION

**Role:** **School Counsellor**

**Hours:** Permanent, Full Time (Term Time Only)

**Report to:** TBC

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### **Role Overview:**

To be a key stakeholder in the school's Pastoral Team, supporting the overall mission of positive pupil wellbeing and mental health.

To work with the school Partnerships Committee to deliver targeted mental health and emotional wellbeing support to pupils identified by schools or organisations in the local community.

### **Key Responsibilities:**

- One-to-one therapeutic work with children covering a variety of emotional needs.
- Providing self-referred drop-in sessions for pupils to access support if they feel it is needed
- Developing and implementing small group interventions, targeting specific needs of pupils, both within Bute House and with our local community partners
- Liaising with parents and caregivers to ensure the young person is supported in a consistent way, respecting appropriate confidentiality
- Coordinating where appropriate after discussion with DSL, with external parties such as CAMHS and GPs to ensure the child's wellbeing and safety is protected
- Maintaining a record for delivery of pupil support, in the form of notes and logs.

### **Key Requirements:**

#### **Essential:**

- Qualification/training/experience in Counselling or Therapeutic Support
- Masters or Postgraduate Diploma-level qualification in Counselling or Psychotherapy
- Understanding of relevant legislation and good practice within the realm of Safeguarding and Mental Health Support Services
- Comprehensive experience of Microsoft Office or Google Drive packages
- Clear Enhanced DBS check

**Desirable:**

- Experience of assessing, developing, implementing and evaluating interventions
- Experience of working or liaising in partnership with mental health or related services
- Evidence of providing structured mental health support or therapeutic interventions to individuals of all ages or in groups

**Skills/Abilities/Knowledge:**

- Demonstration of a clear track record in working with children, preferably in a school setting
- Knowledge of therapeutic interventions for individuals or in groups
- Evidence of developing and implementing strategies to help children, their families and other staff members
- Ability to work as part of a team with the aim of ensuring the safety and welfare of children
- Strong communication skills, including with diverse communities; ability to communicate effectively with the many stakeholders in the school community (pupils, staff, parents/caregivers, governors)
- Strong organisational skills and the ability to work flexibly in a busy school environment
- Maintenance of appropriate and respectful boundaries and other ethical requirements such as confidentiality and discretion

**Personal Qualities:**

- Initiative and ability to work independently and problem-solve
- Strong therapeutic attributes, such as empathy, respect, and excellent listening skills
- Positive attitude towards the school's ethos and values
- Patience and resilience in managing complex mental health needs of children

**Other:**

- To attend staff training as required.
- Any additional tasks given by the Line Manager commensurate with this role.

*Please Note: Bute House is committed to safeguarding and promoting the welfare of children. The successful applicant for this job will be required to undergo child protection screening appropriate to the role and an enhanced Disclosure and Barring Service Check before they start work at the school as well as taking up references before interview.*

*Bute house is an equal opportunities employer.*

*Please ensure you apply using our application form along with covering letter which can be found on our website <https://www.butehouse.co.uk/about-us/vacancies/> Please submit you application to [recruitment@butehouse.co.uk](mailto:recruitment@butehouse.co.uk).*

*The deadline for applications is Monday 17<sup>th</sup> February.*