

HEAD OF SOCIAL & EMOTIONAL COUNSELLING

The Head of Social & Emotional Counselling understands and models the mission and vision statements of the UWC-CSC. The Head of Social & Emotional Counselling works under the direction of the Student Life Division of the college and acts as a student advocate in collaboration with the Academic Division.

DIRECT REPORTS

The Head of Social & Emotional Counselling reports to the Vice Principal (Student life).

MAIN DUTIES AND RESPONSIBILITIES

- Act as leader and point of connection for all social and emotional matters within the school.
- Supervise and provide strategic leadership to team of three social and emotional counsellors.
- Organise and drive meaningful CPD opportunities within the counselling team.
- Ensure robust documenting of all cases and overview case-management with counselling team.
- Provide individual and group counselling to student body.
- Follow all safeguarding protocols and offer consultation with mental health matters in this area.
- Consult with teachers, staff, and parents to enhance their effectiveness in helping students.
- Co-ordinate and lead Team Around the Student meetings in collaboration with counselling team.
- Support counsellors and where necessary lead parent meetings in relation to social and emotional wellbeing.
- Refer students as needed to appropriate community agencies and therapists in consultation with parents.
- Lead the development and successfully implement CARE SEL program.
- Supervise and lead Peer Mentor student group responsible for supporting students and leading college-wide wellbeing initiatives.
- Provide diverse workshops for students, teachers, parents and wider stakeholders.
- Collaborate with the Learning Support and EAL department, to ensure that all students receive social-emotional support that is tailored to their individual needs.
- Promote cross-cultural understanding among the students and staff.
- Maintain a strong, positive and informative relationship with the rest of the counselling team, the wider Student Life team and parents, as a wide support network for every student.
- Respond to parent emails and phone calls in a timely manner.
- Hold accountability for counselling financial budget.
- Participate within staff meetings as required.
- Comply with the standards of the International School Counselling Association (ISCA), applied in the residential context.

SAFEGUARDING STATEMENT

UWC CSC is committed to safeguarding and promoting the welfare of all the students in our care and expects all applicants to share this commitment. We follow safe recruitment practices which are aligned to the recommendations of the International Task Force on Child Protection. We hold ourselves to a high standard of effective recruiting practices with specific attention to child protection. All appointments are subject to an interview, identity checks, criminal record checks, and successful references.

The school is an equal opportunity employer and values diversity. We actively encourage all qualified applicants to apply regardless of race, religion, gender, national origin, age or disability.