



Position Description

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| Position Title: Student Counsellor | Classification: Bond Level 6 |
| Faculty/School/Office: Student Success and Wellbeing | Date Position Classified/Updated: August 2024 |

Purpose of the Position

Student Counsellors at Bond University offer a confidential counselling service to help students with any issue from study pressures to personal problems. As part of the Student Wellbeing & Success team, this role will be responsible for providing a professional and confidential counselling service to students and staff of the University, and supporting responses to student critical incidents under the direction of the University's Crisis Management Team should this be required.

Reporting Relationship

The Student Success and Wellbeing portfolio plays a key role in contributing to the Bond University experience through the delivery of accessible and supportive services, programs, and initiatives to enhance academic, personal success and wellbeing, and to create an environment which is safe and inclusive.

Reporting to the Head of Service, Student Counselling, Health and Wellbeing, the successful applicant is required to familiarise themselves with the diverse demographics of the Bond University student cohort, inform the development of appropriately targeted mental health and wellbeing resources and awareness campaigns, and provide professional/clinical assessments and appropriate counselling responses and interventions to individuals and groups as needed. The role will require travel between Bond University campus locations locally.

Selection Criteria

- A qualification in psychology, registration as a psychologist with AHPRA or qualification in Social Work with mental health accreditation and eligibility to Australian Association of Social Workers.
- Minimum 2 years relevant work experience including exposure to working with people experiencing complex mental health and wellness issues and supporting victim/survivors of gender-based violence including sexual assault and harassment.
- Demonstrated experience working with diverse cohorts in an educational or comparable environment and offering targeted individual, group and cohort support across a wide range of issues pertinent to students, e.g., personal, social, cultural, academic, and financial.
- Proven experience in responding to critical incidents and supporting trauma recovery including provision of high-level advice to manage risk regarding mental health and at-risk behaviour.
- High level interpersonal and communication capability with capacity to engage effectively with senior leaders, staff and students.
- Demonstrated understanding of WH&S, quality assurance and EEO principles as they apply to the university.

| Competency | Responsibility |
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| Administration | <ul style="list-style-type: none"> • Proven experience with a range of counselling styles, e.g., crisis counselling, individual and groups. • Support students and staff in online provision of service as required. • Liaise with the university community i.e., Director Student Success & Wellbeing; Student Business Services; Campus Life; HR; Public Safety, academic advisors, academics, student residential leaders, student associations and leaders; outside agencies and services, and student's families to resolve difficulties and ensure welfare needs of students and staff are met. • Provide generic clinical advice and high-level mental health advice to professional and operational teams. • Contribute to the development of clinical practices, procedure and protocols. • Initiate, plan and lead workshops and mental health and wellbeing programs for students and staff in response to identified needs in the University community. • Assist HR by providing counselling and mediation for staff where required. |
| Principal Accountabilities | <ul style="list-style-type: none"> • Identify and assess complex mental health needs of students and staff this involves triage, assessment, treatment interventions and case management. • Provide professional and confidential counselling to students and staff, for a range of personal, social, professional, academic, career and financial concerns. • Use student data and evidence to guide priorities, provide clinical assessment and instigate appropriate treatment or interventions for students with psychological problems. • Maintain a high level of professional expertise through ongoing professional development. |
| Understanding of Quality Assurance | <ul style="list-style-type: none"> • Staff should demonstrate an understanding of the principles of quality assurance and continuous improvement as they apply at Bond University. • Staff are expected to demonstrate an ongoing commitment to the Bond University Strategic Plan, university policy and to our quality assurance processes. • Staff to proactively seek out and participate in relevant training. |
| Understanding of Cultural Sensitivity | <ul style="list-style-type: none"> • Staff will meet other staff and students from a variety of cultural backgrounds. It is expected that staff participate in educational training and cultural experiences to continue to develop cultural competency, maintain appropriate cultural sensitivity and respect to form the basis of the professional working relationship. • Engage and work alongside our Indigenous Centre to facilitate programs pertaining to health and wellbeing of First Nations students. |
| Understanding of WHS Responsibilities | <ul style="list-style-type: none"> • Maintain a safe workplace and follow safety directions and internal controls. Alert your Manager of WHS risks and be vigilant in observing safe practices. Understand WHS requirements in your work area. • All managers of staff are required to conduct risk assessments and implement controls accordingly as well as action safety audit results within the directed time frame. • Awareness of, and accountability for, WHS responsibilities in the work area and for the staff and contractors under your control (if applicable). |

Note - the successful applicant will be required to produce a certified copy of their highest qualification received prior to commencement of duty. It is not the intent of this position description to limit the scope of this position in any way but to give an overview of this role at Bond University. You may at times be required to work at other tasks and areas as directed by the Management.