



Person Specification

JOB TITLE:	School Counsellor
DATE:	June 2024
STATUS:	Final

Criteria	Essential/ Desirable	Application	Tasks	Interview	Vetting Checks
Knowledge and qualifications					
1. Degree in or professional qualification in Counselling. Degree or Post-graduate Diploma or Masters level in Counselling or Psychotherapy.	E	✓			✓
2. BACP membership / UKCP registration or BPC.	E	✓		✓	
3. Understanding of how young people learn including the principles of effective teaching and learning.	D	✓		✓	
4. Sound knowledge of policies, protocols and legal requirements regarding safeguarding.	E	✓		✓	
5. Evidence of personal commitment to lifelong learning.	E	✓		✓	
6. Understanding of therapeutic interventions and creative ways of working.	E	✓	✓		
7. Knowledge of mental health and other services within the community.	E	✓	✓		
Experience					
8. Evidence of successful track record of providing counselling to young people in an educational setting.	E	✓		✓	

9. Experience of engaging supportively with learners across both the primary and secondary school sectors.	D				
10. Experience of working collaboratively with multi-agency professionals (e.g. health, social care) and community support groups to improve outcomes for young people.	E				
11. Experience of influencing other colleagues, providing appropriate advice and support.	D				
Skills and competencies					
12. Ability to safeguard and promote the welfare of children including motivation to work with children, forming and maintaining appropriate relationships and personal boundaries with children and young people, emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline.		✓		✓	
13. Able to relate well to young people showing patience, tolerance and sensitivity.	E	✓		✓	✓
14. Able to work within a CYP Counselling competence framework linked to professional standards.	E	✓			✓
15. Able to identify the early stages of mental health problems.		✓			
16. Able to respond positively and effectively to unexpected and challenging problems and situations and lead others to resolve or escalate issues as appropriate.	E		✓	✓	
17. Is proactive in planning and prioritising own caseload.	E	✓	✓	✓	
18. Effective, highly developed verbal and written communication skills for a range of audiences including listening and report writing skills.	E	✓	✓	✓	
19. Able to maintain manual and electronic records accurately and on a timely basis and deal appropriately with sensitive information.	E	✓		✓	
Other					

20. Is highly motivated to improve outcomes for all learners, acting as a champion for the mental wellbeing across the trust.	E	✓	✓	✓	
21. No disclosure about criminal convictions, barring or misconduct that is considered to make the candidate unsuitable for this particular role.	E	✓			✓
22. No concerns about medical fitness or attendance that is considered to make the candidate unsuitable for this particular role.	E				✓
23. Embraces and displays the NEAT values: aspirational, collaborative, inclusive, innovative, has integrity, responsible.	E	✓	✓	✓	
24. Holds a current driving licence or able to travel between sites.	E	✓			✓