

Position Information Document

Social Worker / Psychologist

School Context

St Aloysius College is a Catholic school for girls shaped by the tradition of Mercy. St Aloysius College was established in Adelaide in 1880 by the Sisters of Mercy to educate girls to realise their own potential and to contribute more fully to the wider community. The College's Mercy Lights Strategic Plan calls us to find new and creative ways to embody Mercy and to take up the challenge to empower young women to play a vital part in the world of the future.

Our mission: *With faith and courage, we nurture in our students an enduring zest for all aspects of life and learning, inspiring them to be confident individuals who make a difference in the world.*

The Mercy Values of St Aloysius College underpin all that we do:

Compassion ♦ Hospitality ♦ Justice ♦ Service ♦ Respect ♦ Courage

Position Overview

The Social Worker / Psychologist will work as part of the three-person school counselling team, overseen by the Deputy Principal (Pastoral Care).

The Social Worker / Psychologist will apply professional knowledge and approaches to identify and address student mental health concerns to promote student safety and facilitate successful learning. In collaboration with the counselling team, the Social Worker / Psychologist will work to ensure the health and safety of students and fellow employees.

Position Details

Position Title:	Social Worker / Psychologist
Key Working Relationships:	Direct Line Manager: Deputy Principal (Pastoral Care) Accountable to: Principal Staff, Students, Families External Support Workers
Standard Hours of Work:	Hours per week: 30 Weeks per year: 41 weeks – paid 52
Position Classification:	Education Support Officer – Other Professionals Stream Grade: 6 <i>Terms and conditions in accordance with the South Australian Catholic Schools Enterprise Agreement (2020)</i>

ROLE SPECIFICATIONS

The Key Result Areas below identify the priorities of the position.

KRA: Living out Mercy values in the SAC environment

You fulfil a vital role in supporting the mission of the College by honouring the Mercy ethos and by making a positive contribution to the development of a Catholic Community. You are encouraged to participate fully in the life of the College and to support school activities and functions. This may require you to assist with the supervision of students or other allocated tasks at major school events such as sport carnivals, Masses, Mercy Day activities as well as participate in professional development, staff meetings and other meetings as required.

KRA: Apply professional knowledge and approaches to identify and address student mental health concerns to promote student safety

Achieve this by:

- The provision of counselling services for individual students and groups of students
- The provision of short-term support for students, families and staff in crisis
- The provision of information, resources and assistance for students, families and staff to access community supports
- The provision of support to assist staff to meet the needs of students
- Offering pastoral support and advice as a member of the Critical Incident Response Team

KRA: Collaborate with the School Counselling Team to develop and promote approaches to pastoral care to support student learning

Achieve this by:

- Acting as a resource in the provision of curriculum in the areas of pastoral care and personal responsibility
- Acting as a resource in the provision of programs for staff development in areas of pastoral care and professional practice
- Attendance at weekly staff meetings of St Aloysius College, where appropriate, and sub-group meetings of the staff

KRA: Maintain professional responsibilities

Achieve this by:

- Maintaining up to date awareness of, and work in accordance with, relevant codes of Professional Conduct and Practice
- Understanding the employer's requirements and act in accordance with South Australian Commission for Catholic Schools (SACCS), professional standards set by your relevant registering body (eg - AASW, PACFA, AHPRA and APS) and the College's policies, guidelines and procedures.
- Ensuring confidential information is handled appropriately
- Completing administrative tasks including record keeping accurately and on time
- Carrying out other non-instructional responsibilities which are part of the role (eg - support and adhere to school and SACCS policies and relevant government legislation); carrying out routine tasks including record keeping, surveys, distribution of materials; exercising a duty of care; and improving skills, knowledge and performance through professional development and performance appraisals

PERSON & PROFESSIONAL SPECIFICATIONS

Skills

- Effective oral and written communication skills
- Ability to work with individual children with particular needs
- Highly developed observation and reporting skills
- Ability to interact with children in a positive, sensitive and respectful manner
- Ability to assist parents in a sensitive supportive and professional manner
- Ability to cope in an emergency or in a challenging situation
- Effective time management skills
- Ability to liaise with relevant authorities and community groups
- Effective computer skills and knowledge of SEQTA
- Appropriately assist students who are hurt, sick or in distress
- Willingness to perform any other duties as required from time to time by the Principal

Knowledge

- Knowledge of and commitment to the Catholic ethos
- Knowledge of local community
- Knowledge of and commitment to the principles of equal opportunity
- Knowledge of responsibilities of the process of Mandatory Reporting

Experience/Qualifications/Training

- Appropriate qualifications as a Mental Health practitioner including, but not limited to, registration with PACFA, ACA and/or eligibility for registration with AASW and/or current registration as a Psychologist with AHPRA
- Current Provide First Aid in an Education and Care Setting (HLTAID012) Certificate
- Current Responding to Risks of Harm, Abuse and Neglect – Education and Care (RRHAN-EC) Certificate
- Current Department of Human Services Working with Children screening clearance (WWCC)
- Current Screening and Verification Catholic Clearance Card (Catholic Archdiocese of Adelaide)

Special Conditions

- Some extra hours and flexibility of hours will be required around special events in the life of the College for example but not limited to Open Night, enrolment days, special masses and celebrations, and around Key Result Areas (KRA) of the role
- Unless for special circumstances, annual leave is to be taken during school holiday periods. There is a compulsory time of annual leave in the Christmas-New Year period
- There is a requirement to participate in an annual performance review

Work Health and Safety

This role is deemed to be a *Worker* under the South Australian Work Health and Safety (WHS) Act 2012.

As a *Worker*, while at work you must:

- take reasonable care for your own health and safety
- take reasonable care that your actions or omissions do not adversely affect the health and safety of other persons
- comply, in so far as you are reasonably able to, with any reasonable instruction given by the employer
- cooperate with any reasonable policy or procedure of the employer that is related to health and safety at the workplace that has been notified to workers

Reference: Division 4, Section 28 WHS Act 2012

This position information document indicates the general nature and level of work performed by the incumbent and is not a comprehensive listing of all responsibilities, tasks and outcomes.

Date PID updated: May 2024