

**Newcastle east mixed multi Academy Trust**  
**Central Walker C of E Primary School**  
**Person Specification – School Counsellor**

**Part A: Application Stage**

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

**Essential**

1	Experience of working with children of relevant age in a learning environment.
2	Experience of successfully implementing relevant learning programmes or strategies including positive programmes such as Nurture Groups.
3	Experience of advancing pupils' progress and wellbeing including working with individuals, small groups and whole classes.
4	Specialist skills or training in specific areas, e.g. behaviour management, emotional and wellbeing support, friendship issues, etc
5	Training in School Counselling

**Desirable**

6	Qualified Counsellor status.
7	Experience of Boxall Assessments

**Part B: Assessment Stage**

Items 1, 2, 3, 4 and 5 of the application stage criteria and the criteria below will be further explored at the assessment stage:

**Essential**

1	Able to demonstrate professional competencies
2	Good understanding of child development and learning process.
3	Good working knowledge of relevant policies, codes of practice and legislation within a school setting and a good understanding of the statutory framework relating to children's learning and well-being.
4	Able to take a lead role in co-ordinating reviews of pupil's progress including liaising with other agencies as appropriate
5	Able to participate in planning, monitoring and assessment arrangements in partnership with the class teacher.
6	Excellent written and oral communication skills.
7	Excellent ICT skills and the proven ability to use them effectively to support learning.
8	Able to organise, lead and motivate to work constructively as part of a team.
9	Able to relate well to children and adults and in particular able to establish positive relationships with pupils.
10	Able to respond positively and effectively to unexpected problems and situations.

11	Able to take a responsive approach to children's needs to help address barriers to learning and well-being.
12	Able to work with minimal supervision.
13	Committed to achieving further professional development including accreditation in the Nurture Group Boxall programme within the appointment period. ( This may need an overnight stay to attend the training programme)
14	Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including: <ul style="list-style-type: none"> <li>▪ motivation to work with children and young people</li> <li>▪ ability to form and maintain appropriate relationships and personal boundaries with children and young people</li> <li>▪ emotional resilience in working with challenging behaviours</li> <li>▪ attitude to use of authority and maintaining discipline.</li> <li>▪ able to work in partnership with other agencies</li> </ul>
15	No disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post.

#### **Desirable**

16	Invigilating internal and external examinations, under supervision.
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The following methods of assessment will be used:

<b>Method</b>		<b>Method</b>	
Interview	Yes	Presentation	No
Group task observation	No	Structured discussion with pupils	Yes

#### **Part C: Additional Requirements**

The following criteria must be judged as satisfactory when pre-employment checks are completed:

1	Enhanced Certificate of Disclosure from the Disclosure and Barring Service
2	Additional criminal record checks if applicant has lived outside the UK
3	List 99 and/or POCA List (residential establishments only) check
4	Medical clearance
5	Two references from current and previous employers (or education establishment if applicant not in employment)