



Woodlands Community College

Person Specification – School Counsellor

Essential requirements are those, without which, the candidate would not be able to fulfil the responsibilities of the role. It is expected that the post holder will have the knowledge and qualifications indicated or their equivalent.

Desirable requirements are those which would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

Professional qualifications	Essential	Desirable	Evidence
Educated to GCSE level (Grade A-C) or equivalent in English, Mathematics and Science in addition to other qualifications/experience	*		Application and documents)
Educated to A Level or equivalent		*	
Educated to Level 4 Diploma level in Therapeutic Counselling (or equivalent)	*		
Registered with BACP or equivalent		*	
Evidence of committing to Continuing Personal Development	*		
Professional experience	Essential	Desirable	Evidence
Experience in working successfully within a secondary school setting		*	Application Interview References
Skilled in the use of methods of psychological assessment, intervention and management: understanding of the emotional, social and developmental issues facing children and young people.	*		
Awareness of the range of needs of young people from diverse ethnic, cultural and social backgrounds		*	
Knowledge of the Children's Act and other Legislation pertaining to children		*	
Knowledge of current Child Protection practice		*	

Respect Responsibility Resilience



Personal Skills	Essential	Desirable	Evidence
Reliable and punctual	*		Interview and References
Commitment to safeguarding and promoting the welfare of our students whilst maintaining confidentiality	*		
Shows initiative, organisation and time management skills	*		
Ability to communicate with people appropriately and effectively demonstrating patience, resilience and tolerance to develop positive working relationships with students, parents, staff, Governors and local community	*		
Ability to manage change, involving and consulting students, parents, staff, Governors and others	*		
Empathy for students with special educational needs	*		
Is approachable, but able to set appropriate personal and professional boundaries	*		
Ability to work under pressure whilst maintaining a positive and professional attitude.	*		
Ability to command respect from students	*		
Relates well to students	*		
Listens effectively and is sensitive to the views of others	*		
Commitment to the wider role of staff working in education	*		
Proven ability to motivate, inspire and manage staff and students	*		
Personal attributes	Essential	Desirable	Evidenced
Keen to support the 3R values, Respect, Responsibility and Resilience, the vision, ethos and culture of the school, recognising the needs of students, staff and the community.	*		Interview

Respect Responsibility Resilience



Positive mind set with a passion for overcoming barriers. Flexibility to be able to handle unexpected situations with professionalism.	*		
Ability and willingness to work alone or as part of a team, as required	*		
Strong working ethos with a pro-active, positive, enthusiastic and flexible approach.	*		
Adaptability to quickly adjust teaching methods to meet the needs of all students.	*		
Professional attributes	Essential	Desirable	Evidenced
High expectations of learners and a commitment to ensuring they achieve their full potential	*		Interview
Awareness of professional duties	*		
Clear thinker and communicator	*		
Leads by example and acts on advice	*		
Ability to reflect and improve practice	*		
Passionate about the importance of reading and literacy for all	*		
Ability to maintain confidentiality	*		
Special requirements			
• The successful candidate will be subject to an enhanced Disclosure and Barring Service Check. • Right to work in the UK. • Evidence of a commitment to promoting the welfare and safeguarding of children and young people. • Show a commitment and proactive approach to drive forward equality, equity, diversity and inclusion and • Compliance with all School and Trust policies			

Respect Responsibility Resilience