

Position Description – Student Counsellor

Position Details

Position Title:	Student Counsellor
Position Number:	50047703
Portfolio:	Education
School/Group:	Student Wellbeing & Inclusion
Campus Location:	Based at the City Campus, but may be required to work and/or be based at other campuses of the University.
Classification:	HEW 7
Employment Type:	
Time Fraction:	

RMIT University

RMIT is a global university of technology, design and enterprise in which teaching, research and engagement are central to achieving positive impact and creating life-changing experiences for our students.

One of Australia's original educational institutions founded in 1887, RMIT University now has 83,000 students including 12,000 at postgraduate level.

The University enjoys an international reputation for excellence in professional and vocational education, applied and innovative research, and engagement with the needs of industry and the community.

With three campuses in Melbourne (City, Brunswick and Bundoora), two in Vietnam (Hanoi and Ho Chi Minh City) and a centre in Barcelona, Spain, RMIT is a truly global university. RMIT also offers programs through partners in Singapore, Hong Kong, mainland China, Indonesia and Sri Lanka, and enjoys research and industry partnerships on every continent.

RMIT prides itself on the strong industry links it has forged over its 130-year history. Collaboration with industry is integral to the University's leadership in applied research and education, and to the development of highly skilled, globally focused graduates.

We are a 5-Star university under the QS Stars international evaluation system, and are 16th in the world among universities less than 50 years old (2016–17 QS Top 50 Under 50 index).

In the 2016 QS World University Rankings by Subject, RMIT is 16th in the world (highest ranked in Australia) in Art and Design, and 36th in the world (fourth highest in Australia) in Architecture and the Built Environment. We are also among the world's top 100 universities in Engineering (Civil and Structural; Electrical and Electronic; and Mechanical, Mechanical, Aeronautical and Manufacturing); Accounting and Finance; and Business and Management Studies).

Our research was ranked among the best in the world in the 2015 Excellence in Research for Australia evaluation. RMIT was rated "well above world standard" in 13 fields and "above world standard" in a further nine fields.

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Portfolio/Group

Education Portfolio

The Education Portfolio is headed by the Deputy Vice-Chancellor Education and Vice President who leads the planning and implementation of the University's strategies related to RMIT's academic programs and the RMIT student experience. The Portfolio is responsible for services to support the quality of RMIT programs, including the professional development of academic staff, continuous improvement of the student experience, learning and teaching outcomes and the management of learning and research information sources.

The Education Portfolio plays a key role in empowering students to access education, participate actively in the life of the University and achieve successful and fulfilling lives beyond graduation. The provision of a stimulating and satisfying experience for students is a priority for the University.

Student Wellbeing & Inclusion

The Student Wellbeing and Inclusion Group lead the provision of services to support the welfare and wellbeing of students.

The Group works proactively to remove barriers and provide support to students who may be at risk of not being able to access or successfully complete their tertiary study. In addition the Group responds to requests for assistance and support from students who have welfare and wellbeing concerns and from staff who may refer them. The Group is not only involved in direct service delivery but also in building capability among students through student mentoring, co-creation and leadership development initiatives, and among staff through focused professional development.

Traditionally student services have been delivered directly by the University and more recently in collaboration with community and commercial partners. The Student Wellbeing and Inclusion Group are involved in the development and execution of innovative strategic partnerships and commercial relationships which deliver real value to the University and its students, thinking outside of the box to enhance and re-imagine student support models and delivery channels and partners.

The Group builds alliances across the University, working closely with colleges and schools and associated entities to enhance students' wellbeing and welfare and contribute to a sense of belonging. The Group works to ensure that the University is well placed to support the success and retention of diverse student cohorts experiencing barriers to participation, progress and success.

The Group is led by the Director Student Wellbeing and Inclusion.

Position Summary

This position contributes to the provision of a professional counselling service to the RMIT University community in order to facilitate the personal, emotional, social and educational transition and adjustment of students.

The Counsellor works with students seeking personal counselling on an individual or group basis. Individual counselling has an emphasis on brief outcome informed interventions. The Counsellor is required to provide secondary and tertiary consultation to RMIT staff in connection with students' issues. The Counsellor is required to work flexibly and cooperatively within a diverse and skilled team of specialists and other colleagues in the Student Wellbeing & Inclusion Group.

Reporting Line

Reports to: Manager Student Counselling Service

Direct reports: NIL

Organisational Accountabilities

RMIT University is committed to the health, safety and wellbeing of its staff. RMIT and its staff must comply with a range of statutory requirements, including equal opportunity, occupational health and safety, privacy and trade practice. RMIT also expects staff to comply with its policy and procedures, which relate to statutory requirements and our ways of working.

Appointees are accountable for completing training on these matters and ensuring their knowledge, and the knowledge of their staff, is up to date

Key Accountabilities

- Provide assessment, case-management, counselling and referral of RMIT students including students in high-risk situations and with complex mental health concerns.
- Participate in and contribute to peer and group supervision (e.g., clinical meeting, case review meeting); client outcome evaluation and other quality assurance processes.
- Conduct outreach work by establishing links with specific staff and student cohorts.
- Liaise with RMIT teaching and administrative staff and other relevant external agencies.
- Assist in crisis intervention with students and provide secondary/tertiary consultations to staff affected by incidents involving students.
- Other duties as directed by the Manager Student Counselling Service.

Key Selection Criteria

1. Demonstrated competency in brief, outcome informed counselling approaches, including strong assessment, intervention and referral skills.
2. Demonstrated experience working with high risk students and in assessment and treatment of complex mental health issues
3. Demonstrated experience in dealing with specific concerns of diverse student cohorts including students from equity groups and international students.
4. Demonstrated capacity to work cooperatively, productively and flexibly in a team environment.
5. Excellent interpersonal and communication skills both written and oral.
6. Experience in client outcome evaluation.
7. Demonstrated ability to utilise case management software for case noting and appointment booking computer literacy skills
8. Knowledge of the tertiary education sector.
9. Proven capability in providing training and consultation to professional and teaching staff.

Qualifications

Qualifications in Social Work or Psychology, with significant time post qualification and extensive relevant experience in case management and counselling.

Membership of Australian Association of Social Workers (AASW) or registration as a psychologist with the Australian Health Practitioners Regulation Agency (AHPRA).

Note: Appointment to this position is subject to passing a **Working with Children** check.

Endorsed:	Signature: Name: Melanie Duncan Title: Assistant Director Student Wellbeing Operations Date:	Approved:	Signature: Name: Fiona Ellis Title: Director Student Wellbeing & Inclusion Date:
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