



WCED CONTRACT SUBSTITUTE POST

SCHOOL BASED - PRIMARY SCHOOL COUNSELLOR (15 JANUARY-15 DECEMBER 2023)

CORE REQUIREMENT:

- Proof of current registration as Registered Counsellor with HPCSA - Professional Board for Psychology

ADDITIONAL REQUIREMENTS

- Registration or proof of application with the South African Council for Educators (SACE)
- Proven experience of psychological screening and psychological interventions.
- Experience of being part of a Multidisciplinary Team.
- Experience of counselling with primary school children
- List any appropriate WCED or other in-service training (INSET)
- Experience in assessment and report writing

JOB DESCRIPTION

- Perform psychological screening and psychological interventions to both individuals and groups for Primary School learners
- Perform psychometric assessments (excluding projective, neuro-psychological and diagnostic tests)
- Contribute to the development of preventative, curative and developmental support programmes for learners to reduce psychological barriers to learning
- Support for learners with behavioural challenges
- Assist with the school's admission process
- Manage and co-ordinate the orientation of new learners and parents
- Provide relevant and updated information to parents and staff
- Networking with other institutions and professionals in the provision of workshops and talks for learners, parents and staff
- Maintain ethical records of all psychological interventions and a professional administration system in accordance with the requirements of HPCSA and WCED
- Flexibility and adaptability within the therapeutic and general school setting
- Working collaboratively as part of a Multidisciplinary Team.

RECOMMENDATIONS:

- Familiarity with inclusive education policies and guideline documents (SIAS)
- Willingness to contribute to whole school development
- Willingness to be mentored and supervised

A covering letter, CV, HPCSA Certificate, References, Police Clearance and a Vetting form for Sexual Offenders Register (Form 7 - obtainable online) to be included. This must be addressed to The Principal and sent to **recruitment@vistanova.co.za** Closing date is Friday 03 November 2023 AT 16:00. If you are not contacted by 25 November 2023, your application should be considered unsuccessful.

The school reserves the right not to fill the position and not to interview all applicants. All applications will be treated in strict confidence.

Under the Protection of Personal Information Act (POPIA) which came into effect on 1 July 2021, all organisations and schools alike have a legal obligation to manage the personal information it processes appropriately, by applying specific principles and conditions. Our school is committed to ensuring the security and protection of your personal information and to provide a compliant and consistent approach to data protection.