

Student Welfare Coordinator and Counsellor

Key Selection Criteria

Essential

Qualifications

- Relevant formal qualifications
- Significant experience in a similar setting (2 years +)

Skills and knowledge

- Knowledge of the counselling and welfare frameworks
- Knowledge of the issues confronting international students
- Knowledge of ESOS and other relevant legislation
- Ability to remain calm and focused in a critical incident
- Ability to engage students with low levels of English language
- High level written and communication skills
- Proven ability to work in a demanding environment
- Ability to work independently as well as part of a team
- Understanding of confidentiality protocols and privacy legislation
- Experience of clinical supervision
- Driver's licence
- Efficient administrative and computer skills

Desirable

Skills

- Well established network of allied professionals
- Experience in teaching, training or presenting
- Experience working in a culturally diverse workplace and with people with limited English language
- Qualified First Aid Officer and/or willing to undertake necessary training to upgrade qualifications