

PERSON SPECIFICATION – STUDENT COUNSELLOR

Attributes	Essential	Desirable
Qualifications	Diploma in Counselling HND/Degree qualification	Membership of the BACP or equivalent professional body.
Experience	Demonstrable success in a relevant Counselling role. Provision of guidance and direct support to a wide range of individuals. Experience of procedures relating to child protection and safeguarding. Experience of planning processes - demonstrable organisational and planning skills.	Experience of working with cross college, lecturing and support functions.
Skills/Knowledge	Effective and confident communicator – able to build positive relationships internally and externally. Ability to manage own time effectively and demonstrate initiative including establishing priorities within own workload. Strong IT skills particularly Word and Excel.	Knowledge of student emotional health and wellbeing requirements
Other	Enthusiastic, committed and forward looking. Customer-focused. Knowledge of developments and trends	