



# Leighland CHRISTIAN SCHOOL

## POSITION DESCRIPTION

<b>TITLE:</b>	Social Worker (part time)
<b>AREA OF APPOINTMENT:</b>	Wellbeing Team
<b>AWARD:</b>	Educational Services (Schools) General Staff Award 2020 and in the policies of Leighland Christian School.
<b>CLASSIFICATION:</b>	Dependent on experience and qualifications.
<b>LOCATION:</b>	Ulverstone Campus
<b>TERMS OF EMPLOYMENT:</b>	Part-time, two - three days per week, school terms only.
<b>LINE OF RESPONSIBILITY:</b>	Head of Secondary – Campus Principal – Executive Principal

### VISION STATEMENT

A hope filled Christian community pioneering personalised real-world education.

### MISSION STATEMENT

Christ-centred K-12 education that inspires, nurtures and equips students to connect learning to life.

### CORE VALUES

Christian to the core, we lead with Innovation, commit to Personalise Learning, embrace Partnerships and seek to Serve.

### POSITION OBJECTIVE

Leighland Christian School Wellbeing team is made up of the Head of Secondary, a qualified social worker, school counsellor, Child Safety Officer and Learning Support staff. Our team provides a range of support for our students acknowledging that our social, emotional, spiritual and psychological wellbeing impacts on learning. The school social worker can provide a range of support including, brief intervention, assisting skill development, individual counselling, group work, connecting families to resources and crisis intervention.

The school social worker supports individual students in building resilience and self-awareness. Working with the Wellbeing Framework the school social worker is in a unique position to input into the social, emotional capabilities of students. The social worker facilitates access to supports and resources, working at the interface between the student, the home and the school with the aim of promoting participation and achievement at school.

Our Secondary Wellbeing Space is the central place for the wellbeing team work to connect with students and their families. As part of our wellbeing support at Leighland, our social worker will work in partnership with teachers, students and their families, and a range of external service providers to ensure the needs of students are met. The role of the social worker brings a unique and valuable lens to education at Leighland, supporting the school to empower students to be seen and heard and experience a sense of belonging in their lives and the world around them.

## **PERSONAL REQUIREMENTS**

- Must be an active Christian, attending regular fellowship and Church and uphold the standards of the Leighland Lifestyle Clauses.
- Demonstrates a passion and commitment to the vision, mission, and values of Leighland Christian School.
- Adheres to a strict code of ethics ensuring integrity, professionalism and professional boundaries.
- An understanding of the need for confidentiality, discernment, and discretion in all areas of the role.
- Presents a professional and positive demeanour and is a solution-oriented person.
- Compassionate and approachable personality.
- Displays empathy, enthusiasm, and is highly motivated to contribute.
- Understands the interconnectedness of individuals, families, communities and society, and works to address the underlying factors that contribute to social problems.
- Cultivates credibility and honesty.
- Demonstrates a respect for and acceptance of difference in students, parents, and staff.
- Possesses a strong work ethic and a “can do” attitude.
- Exercises ownership and concern for the quality of own work which is reflected in accuracy and attention to details.
- Operates efficiently in a collaborative team environment; establishes a rapport and builds strong relationships.
- Is flexible and has an ability to adapt and operate effectively in an engaging and evolving environment.
- Shows a strong commitment to deliver exceptional service.

## **RESPONSIBILITIES AND DUTIES:**

- Help students function effectively in the school environment
- Assess areas in which students may require assistance or counselling
- Communicate with parents, teachers and senior staff
- Maintain accurate case files and reports to track student issues and progress
- Assist in remediation by providing treatment plans or counselling
- Participate in the Individual Learning Plan (ILP) process as necessary

## **QUALIFICATIONS AND SKILLS:**

- Tertiary qualification in Social Work
- Previous experience working in a school setting is an advantage
- Excellent interpersonal communication skills
- Strong sense of discretion and professionalism
- Ability to work in a complex, ever changing, often challenging environment where students have diverse abilities and needs.
- Use research and incorporate evidence-based interventions.
- Current Working with Vulnerable People Card
- Driver’s License

## **WORKING RELATIONSHIPS**

- Campus Principal – Ulverstone
- Head of Secondary
- School Counsellors
- Learning Support staff
- Teachers
- External service providers

## **REMUNERATION**

Salary will be dependent on experience and qualifications.

## **PRE-AMBLE**

Leighland Christian School is committed to providing a safe and effective workplace in accordance with the application of contemporary management practices and principles. All employees are expected to participate in maintaining safe working conditions and practices and to promote and uphold the principle of fair and equitable access to employment/promotion, personal development and training and the elimination of workplace harassment and discrimination. Smoking is prohibited in any building, on the grounds or in any school LCS vehicle.

All employees are expected to work in accordance with the prescribed policies especially in relation to matters pertaining to areas of WH&S, Mandatory reporting, Confidentiality, Duty of Care, Privacy and Legal issues.

## **WORKPLACE HEALTH & SAFETY**

As a 'Worker' under the Work Health & Safety Act 2012 (Tasmania):

- Adhere to all 'reasonable care' requirements of a Worker under Section 28 of the Act (summarised as follows):
  - (1) Take reasonable care for his/her own health and safety.
  - (2) Take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons.
  - (3) Comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the Board/Leadership to allow the person to comply with this Act.
- Cooperate with any reasonable policy or procedure of the school relating to health and safety.
- Report any potential hazards or perceived risks promptly using the school's online forms.
- Report any incidents involving injury to themselves or others as soon as possible.
- Complete an online Health and Safety Induction.

## **CHILD SAFE STATEMENT**

Leighland Christian School is committed to providing a child safe environment. We want our students to be safe, happy, and empowered as we support and respect all students, as well as our staff and volunteers. This includes the safety of students from a culturally and/or linguistically diverse background and students with a disability. All staff at Leighland Christian School are required to complete the School's child protection training program. The staff handbook contains copies of the School's Child Protection and Safety Policy, Child Safety and Mandatory Reporting Policy and the Child Safety Code of Conduct, which all staff are required to read.