

Person Specification

Post: Academy Counsellor

Attributes	Essential	Desirable	How identified
Qualifications	<ul style="list-style-type: none"> • Good honours degree • Relevant counselling qualification/s 	<ul style="list-style-type: none"> • Evidence of further study • BACP accreditation 	<ul style="list-style-type: none"> • Application • Certification
Experience	<ul style="list-style-type: none"> • Values driven • Working in a similar role • Counselling young adults in an educational setting 	<ul style="list-style-type: none"> • Working in an inner-city area of high deprivation • Working in an education setting • Working in partnership with families • Multi-agency working 	<ul style="list-style-type: none"> • Application • Interview • References
Knowledge and skills	<ul style="list-style-type: none"> • Microsoft Office, especially Outlook, Excel and Word • Commitment to safeguarding • BACP code and ethics • Mental health in young people • Ability to construct successful relationships with students and staff • Maintain confidentiality at all times • Work independently on own initiative and contribute as part of a team • Successfully manage competing demands and prioritise workload effectively • Maintain accurate and up to date records 	<ul style="list-style-type: none"> • Understanding of what makes a Dixons academy different and successful • Some understanding of how students learn • Local knowledge including services available to young people • SEND theory and practice 	<ul style="list-style-type: none"> • Application • Interview • References
Character	<ul style="list-style-type: none"> • Strong moral purpose and drive for improvement • Mission-aligned • Humble and kind • Diplomatic • Personal and professional integrity • Motivated, enthusiastic and flexible • Excellent interpersonal skills • Good sense of humour • Desire to develop yourself • Ability to receive and act on feedback • Ability to effectively evaluate own performance and develop yourself • Strong attention to detail • Ability to work under pressure • Commitment to the full life of the college 	<ul style="list-style-type: none"> • Willingness to offer extra-curricular provision 	<ul style="list-style-type: none"> • Application • Interview • References