



Director of Counselling – Psychologist

Marist-Sion College Warragul

Position Description

Position Information	
Classification Level and Category	Level 6, Category B – Education Support Employee under the DOSCEL Schools and Secretariat Agreement 2022
Strategic Pillar and Organisational Strand	Child Safety and Wellbeing
Team Membership	Counselling and Wellbeing Team Student Wellbeing and Safety Strategic Leadership Team Student Wellbeing Strategic Leadership Team Tier 3 Intensive Behaviour Support Team
Reports to	Deputy Principal – Wellbeing Partnerships and Safety
Our College	
Marist-Sion College, Warragul, is a Catholic co-educational secondary school, inspired by the traditions of the Marist Brothers and the Sisters of Our Lady of Sion. Our mission is to provide an innovative education which integrates faith, learning and life in a welcoming community. Our vision is that students experience an education where they are known and loved, grow as life-long learners, and live as active citizens inspired by the principles of Catholic Social Teaching.	
Leadership Statement	
At Marist-Sion College leaders develop a culture of effective learning and teaching which is future focused and based in a vibrant Catholic learning community. We are impactful leaders, building capacity and driving school improvement. Leaders at Marist-Sion College: • Are visionary and inspire a learning culture of high expectations. • Build a team-based culture that is self-reflective and build positive relationships with others. • Adopt an evidence-based approach, supporting targeted professional learning and monitoring progress in school improvement. • Create a sustainable future by working with data to change, adapt and grow. Leaders at Marist-Sion College are living witnesses to the Gospel who activate: • Improvement: Leaders inspire team members to support the pursuit of school improvement. • Growth: Helping others to flourish, promoting a climate of challenge, support, and effective learning. • Learning: Engaged in continuous professional learning and development. • Reflection: Fostering staff wellbeing to enable/encourage others to shine through reflective practice. <i>“Everyone’s talents and involvement are needed” (Pope Francis – Laudato Si’ 14)</i>	

Position Summary

The Director of Counselling – Psychologist is responsible for leading the College’s counselling and wellbeing services, ensuring the delivery of high-quality, evidence-based support for students, families, and staff. This role combines clinical expertise with strategic leadership to embed proactive wellbeing practices, strengthen mental health literacy, and cultivate a culture of safety, inclusion and trust across the College.

As a registered psychologist, the Director provides supervision, guidance and professional development to a multidisciplinary counselling and wellbeing team, while advising the College Executive on wellbeing trends, risk management, and critical incident responses.

Working in partnership with families, external agencies, and community services, the role aligns wellbeing initiatives with the College’s Strategic Implementation Plan and Leadership Statement. This position ensures compliance with regulatory and accreditation standards, and drives continuous improvement through research, data analysis, and reflective practice.

Capabilities and Responsibilities

Leading Counselling and Wellbeing Services Team	- Lead a high performing counselling and wellbeing team, providing supervision, coaching and professional guidance. - Manage case allocation, referrals, and wellbeing planning to support students and staff, advising College Executive on wellbeing trends, risks and critical incidents. - Deliver education sessions to staff and parents to promote student wellbeing.
Leading Child Safety and Wellbeing	- Champion a whole school commitment to child safety, actively creating a sustaining a child safe culture in line with legislative requirements and the PROTECT framework. - Design and implement inclusive counselling and wellbeing programs, oversee case management, and promote student voice and empowerment, ensuring all documentation, referral and interventions and meet compliance and legal obligations. - Build strong partnerships with families and external agencies to support holistic student wellbeing.
Leading Staff Development and Capacity Building	- Build staff capacity in recognising and responding to student wellbeing and mental health needs through coaching, training, and consultation, supporting College wide initiatives in child safety, wellbeing, and positive mental health. - Promote a culture of collaboration, continuous improvement and reflective Practice within the Counselling and Wellbeing Services Team.
Leading Engagement and Community Partnerships	- Foster effective partnerships with external mental health professionals, agencies, and community services to support student wellbeing. - Promote a culture of openness and trust with families, ensuring they are informed and supported in their young person’s care. - Represent the College in external forums relating to mental health, wellbeing, and child safety.
Leading Strategic Alignment and Compliance	- Align counselling and wellbeing priorities with the College Strategic Implementation Plan and Leadership Statement. - Ensure compliance with Victorian Psychologist Registration and Qualifications Authority (VRQA) and the Australian Health Practitioner Regulation Agency (AHPRA). - Apply evidence-based practice by using data, research, and feedback to drive continuous improvement. - Manage Wellbeing budget and expenditure.

Selection Criteria	
Catholic Identity	• Ability to promote and uphold the Catholic Identity of the College.
Skills and Attributes	• Lead people and drive Counselling and Wellbeing services in alignment with the College Strategic Implementation Plan and Leadership Statement. • Lead initiatives supporting student wellbeing, resilience, and social emotional development aligned with whole school improvement priorities. • Display a professional mindset to effectively lead staff in delivering high quality counselling and supporting diverse learner needs. • Conduct psychological assessments to identify learning, behavioural and emotional needs. • Develop, implement, monitor and evaluate intervention strategies tailored to individual students. • Foster a positive and collaborative culture through innovation, curiosity, and strong interpersonal relationships. • Build staff capacity through coaching, mentoring and supervision. • Inspire and motivate staff towards shared goals, promoting continuous improvement and reflective practice. • Strong verbal and written communication skills, including report presentation. • Commit to safe work practises, compliance requirements and effective documentation in line with legal and professional standards.
Education and Experience	• An appropriate qualification in Psychology. • Registered with the Victorian Psychologist Registration and Qualifications Authority (VRQA), and the Australian Health Practitioner Regulation Agency (AHPRA). • Be eligible for full membership of the Australian Psychological Society. • Proven experience in managing a team.
Child Safety	• Experience working with children. • Commitment to and understanding of child protection and child safety issues in schools. • Demonstrated understanding of appropriate behaviours when engaging with children. • Be a suitable person to engage in child-connected work. • Demonstrated understanding of Mandatory Reporting.
Last Updated	September 2025