

Job Description

Job Title	Counsellor/Psychotherapist
Department/Institute	Outreach and Student Affairs
Reporting to	Director
Main Objective	To focus on therapeutic interventions with students both as preventative measures as well as care. To carry out counselling/psychotherapy sessions with both students and staff experiencing psychological and emotional issues.

1. Running an efficient and effective counselling services at MCAST Student Support Services.
2. Counselling interventions, including therapy sessions with individual students/groups of students and staff.
3. Counselling support for students and staff with psychosocial, psychological and emotional issues as required.
4. Support and mentoring for counselling students on placement at MCAST Student Support Services.
5. Liaising and collaborating with all other Student Support Services practitioners in the department, in the treatment formulation and implementation involved with clients with psychosocial, psychological or emotional issues.
6. Promoting and encouraging a healthy holistic development of students, as appropriate.
7. Supporting students in their holistic growth within a vocational and educational setting, including making positive educational vocational choices and personal decisions.
8. Collaborating with the other practitioners in the formulation and implementation of related programmes, initiatives and activities.
9. Preparing and disseminating material and delivering seminars or workshops to promote a healthy holistic development of students, as required.
10. Undertake research to evaluate the contribution of specific service elements, policy initiatives and/or group programme developments where needed.

11. Liaising with services and institutes within MCAST and with other organisations and services outside of MCAST.
12. Facilitating referrals of clients to other specialists, agencies and services and working with them where appropriate.
13. Where necessary and appropriate, to compile reports both of an administrative nature as well as client case reports.
14. Assisting the Director and Senior Counsellor in audit and research reports.
15. Working within inter-disciplinary teams where and when necessary.
16. Participating in continuous professional development programmes, supervision and team meetings organised by the Department Student Support Services.
17. Making use of the information technology systems which may be in operation within MCAST.
18. The list is not exhaustive and management may change or add tasks if and when required and according to the exigencies of MCAST and its subsidiaries.