

Position Description

Student Wellbeing Facilitator

Team: AQ School

Location: Brighton, Brightwater, Cairns, Mackay, Rockhampton & Sunnybank Hills

Line Manager: Head of Campus

Purpose

The purpose of this position as Student Wellbeing Facilitator is to provide support to increase attendance and engagement of students enrolled at Autism Queensland (AQ) School.

Responsibilities

- Facilitate timely and flexible support to students via a multi-tiered system of supports that includes the provision of universal, targeted and individual / specialist wellbeing support to AQ School students
- Work both directly and indirectly with students, the AQ School team, families, and external stakeholders to reduce barriers that impact school attendance and engagement with learning and with others
- Engage in effective professional, consultative and collaborative relationships with all stakeholders to support participation in planning, decision making and reporting
- Maintain accurate records and prepare reports as required
- Facilitate quality, timely and effective communication maintaining privacy and confidentiality of each student
- Provide training and information to the school community in areas related to health promotion, school attendance, eSafety, and Mental Health First Aid
- Participate in relevant community and professional networks

Key Performance Indicators

- Timely provision of wellbeing support to students
- Active contribution to improvement in student wellbeing and engagement
- Proactive engagement with external stakeholders to source optimal support for students and their families
- Evidence of appropriate and sensitive information/data collection
- Demonstration of evidence-informed implementation of Mental Health First Aid or equivalent within the school community
- Timely completion of documentation and records as required

- Attendance at and contribution to interdisciplinary meetings
- Demonstration of ongoing professional development and discipline-specific networking within Autism Queensland and externally
- Compliance with Autism Queensland policies and procedures

Requirements

Qualifications

- Tertiary qualification within a relevant field (e.g. psychology, education, social work, speech pathology, counselling, occupational therapy)
- Mental Health First Aid Accreditation or equivalent

Experience

- Experience working with children and or young people who require positive behaviour guidance

Skills, Knowledge & Capabilities

- Demonstrated knowledge of concepts, strategies and programs that promote student, staff and family wellbeing and help them achieve their best possible mental health.
- A commitment and demonstrated ability to work autonomously and collaboratively within an interdisciplinary team.
- Demonstrated ability to communicate effectively with students with disability, parents, professionals and other stakeholders, both verbally and in writing.
- Demonstrated knowledge of and practice in evidence-informed approaches to support wellbeing in a school community (students, parents/carers and staff).

Additional

- Current registration or professional membership of relevant body (eg QCT, AHPRA, SPA)
- Occasional out of normal hours' work
- Rostered playground duty
- Blue Card Working (WWCC paid workers)
- Current open driver's license
- Current, recognized Provide First Aid including Provide CPR qualification
- Completion of eSafety Commissioner responding to and preventing cyberbullying professional learning package every 2.5 years
- Certificate of Completion in NDIS Worker Orientation Module "Quality Safety and You"

Position description reviewed: August 2024