**Aga Khan Academy Dhaka**



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| **Job Title:** | **Junior School Counsellor** |
| **Department:** | **Junior School** |
| **Reporting Line:** | **Junior School Principal** |
| **Position Location:** | **Dhaka, Bangladesh** |
| **Status** | **Full time**  |
| **Purpose:**The Aga Khan Academy Dhaka (AKA Dhaka) requires the services of an interim Counsellor to provide counselling services to students and their families as required across both the Junior and Senior School. The Counsellor will be an integral part of the Academy’s pastoral care system, working collaboratively with the Lead, Pastoral Care, the Student Support Services Coordinator, and the Principals, as well as teachers and coordinators. The Counsellor will ensure that students have a safe and supportive environment in which to talk over difficult issues in confidence, as well as to listen to students’ views, experiences and feelings without judgment, in an atmosphere of respect and empathy, based on a secure and trusting working relationship. The Counsellor will help to establish a safe and inclusive climate in the school, free of intolerance, harassment and bullying, and act as an agent for positive change within the school community. |
| **Context:****The Aga Khan Academies** are an integrated network of residential schools dedicated to expanding access to education of an international standard of excellence to exceptional young men and women regardless of their ability to pay. Envisaged in Africa, South and Central Asia and the Middle East, the Aga Khan Academies’ foundational values include pluralism, meritocracy and civil society. Housed in spacious and attractive campuses with outstanding facilities the Academies offer the International Baccalaureate (IB) Curriculum from Primary Years to the Diploma and provide a rich opportunity for both teachers and students alike to grow both professionally and personally. The first Aga Khan Academy opened in Mombasa, Kenya in 2003, the second in Hyderabad, India in 2011, the third in Maputo, Mozambique in 2013, and the network is now expanding with the fourth Academy in Dhaka, Bangladesh.The Academies aim to develop meritorious young men and women into homegrown ethical leaders through education of the highest international standard in purpose-built campuses. The vision and ethos of the Aga Khan Academy Dhaka is encapsulated in its mission statement that calls for a commitment to promote excellence in teaching.The Academies aim to develop meritorious young men and women into homegrown ethical leaders through education of the highest international standard.   The primary focus of every teacher at the Academy is to consider what, how and how well the students are learning and progressing, how they are demonstrating that learning, and how to nurture students within the school community. Teaching IB MYP/DP, they have the responsibility to demonstrate a commitment to the IB beliefs and values and translate them into daily classroom practice, while developing the attributes of the AKA learner profile both within themselves and their students.  Teachers at the Aga Khan Academies also show a commitment to continually developing themselves as members of an integrated professional learning community. They interact and collaborate with colleagues across the network and within each Academy, contributing to the growth of the Academies network in appropriate ways, through on-line conferences, collaborative planning, teacher, and student exchanges.**Main responsibilities:**The Counsellor will be instrumental in helping students to focus on their concerns, giving them a vehicle to explore specific problems, make choices, cope with crises, work through feelings of conflict and improve relationships with others. The main responsibilities of the Counsellor are to: * Provide one-on-one counselling services to students, primarily in the Senior School but also in the upper Junior School if required.
* Organise and administer the counselling service, with assistance from the relevant staff.
* Communicate and liaise with the school staff in the best interest of the students, while within the limits of client confidentiality. This includes open communication with the Lead, Pastoral Care, Student Support Services Coordinator and the Principals to discuss students with high behavioural and disciplinary challenges, including implementation of strategies and intervention plans.
* Encourage partnership with the student’s family when appropriate and beneficial, including family counselling where required.
* Provide group counselling to students and staff where the situation may require (e.g., grief counselling; bullying; etc.).
* Liaise with school staff in taking referrals and making referrals to other agencies where necessary.
* Act as a resource by offering an insight into counselling and helping to take away the stigma around mental health and counselling within the school community.
* Keep appropriate records of counselling work, ensuring they are kept securely and confidentially.
* Provide a monthly report, including a statistical analysis of guidance counsellor activities, to the Principals and Head of Academy
* Coordinate and respond to crisis situations affecting students and staff, including collaborating with Senior Management Team, campus security and relevant stakeholders.
* Practice counselling in accordance with ethical principles, as a member of a counselling/psychotherapy professional body.
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| **SPECIFICATIONS (Candidate profile):*** Master’s degree in Psychology or Counselling (preferably Educational, Clinical, or Child Psychology)
* At least 100 hours of counselling experience working with young people aged 4 to 18 years
* Comfortable and adept with information technology
* Excellent command of English and Bangla – both written and oral
* Knowledge and understanding of Bangladeshi culture
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| **KEY RELATIONS:****Internal relations:*** Students
* Lead, Pastoral Care
* Student Support Services Coordinator
* Principals
* Head of Academy
* Coordinators
* Faculty
* Administrative staff

**External relations*** Parents
* Local Community
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