

UNIVERSITY OF SOUTH AFRICA

**PORTFOLIO: REGISTRAR:
Regional Services WESTERN CAPE
SENIOR STUDENT COUNSELLOR P6 (1x Position)
Cape Town, Parow Campus
(Ref no. SSC/ WC/P6/kes/2024)**

This is a specialist position with the dual purpose of planning and coordination of professional counselling services in the region that is aligned to relevant national policies and programmes and ensuring the delivery of quality professional counselling services in the region to prospective, enrolled and exit- level students.

Minimum Requirements

- Master's degree in psychology (Counselling, Clinical or Educational)
- Registration with Health Professions Council of South Africa (HPCSA) as Psychologist
- At least six (6) years relevant experience as a registered psychologist of which at least two (2) includes supervisory/coordination responsibilities.
- A Valid Driver's license.

Recommendations

- Experience in developing/providing digital counselling services and resources.
- Experience in the use of social media in an educational context

Knowledge, skills and Abilities

- Current developments in Higher Education policies and legal frameworks in South Africa and internationally
- HPCSA (Professional Board of Psychology) guidelines and ethical standards as well as the implementation thereof.
- Demonstrated competence in new educational and communication technologies.
- General Management and supervisory skills
- Ability to operate at a strategic level.

Duties:

- Planning, coordination, ensuring and monitoring of quality Counselling Services
- Ensuring the implementation of various modes of Counselling Services
- Professional Development and Research
- Effective communication and Liaison

Assumption of duty: As soon as possible

Salary: Remuneration is commensurate with the seniority of the position

Enquiries : HR (Mrs K Sauls) (021) 936 4163

Closing Date : **31 January 2024 @ 16H00**

Shortlisted candidates will be expected to make a 15-minute presentation as part of the interview. The topic will be provided later.

Applications (CV's) can be emailed to westerncapehr@unisa.ac.za

- **The completed prescribed application form must be accompanied BY**

COMPREHENSIVE CURRICULUM VITAE, Driver's License and ORIGINAL certified copies (within the previous six months) of;

- all educational qualifications,
 - academic transcripts/records;
 - identity document; and
 - proof of SAQA verification of foreign qualifications (if applicable)
- **The contact details of three contactable references must be provided, one of whom must be form your present line manager.**
 - **The prescribed application form ([APPLICATION FOR PERMANANENT ADMINSTRATIVE OR PROFESSIONAL POST APPLICATION](#)) is obtainable from <https://www.unisa.ac.za/vacancies>**
 - **UNISA is not obliged to fill an advertised position.**
 - **Late, incomplete and incorrect applications will not be considered.**
 - ***Appointments will be made in accordance with Unisa's Employment Equity Plan and other applicable legislation***

We welcome applications from Persons with Disabilities



- **Applications must be submitted via email, clearly indicate the position and relevant position number of the post applied for.**

All applications should reach UNISA before 16h00 on the closing date.

Correspondence will be limited to short-listed candidates only. If you have not been contacted within two months after closing date of this advertisement, please accept that your application was not successful.