



CHURCH TEACHERS' COLLEGE: MANDEVILLE
EDUCATIONAL ASSESSMENT & INTERVENTION CENTRE

VACANCY NOTICE

SOCIAL WORKER/COUNSELLOR (SWG/PS2)

The Board of Management of Church Teachers' College invites applications from suitably qualified individuals to fill the position of Social Worker/Counsellor within its Educational Assessment & Intervention Centre.

Job Summary:

The Social Worker/Counsellor plays a critical role in identifying social and environmental factors affecting children referred to the Centre, supporting families through counselling and follow-up services, and contributing to multidisciplinary assessment and intervention planning to improve child outcomes.

Key Responsibilities

- Participate in client intake and referral review processes.
- Conduct comprehensive social assessments, including interviews, observations, and home or school visits as required.
- Assess adaptive functioning and prepare professional reports.
- Present assessment findings to the multidisciplinary team and families.
- Make referrals to relevant agencies and fulfil mandatory reporting obligations where necessary.
- Provide short-term counselling and support services to children and caregivers.
- Organize and facilitate parent training, therapy sessions, and workshops.
- Support Individual Intervention Plans (IIP) and behavioural intervention strategies.
- Participate in follow-up services and case conferences.
- Contribute to public education, research, and professional development activities.
- Support intervention and remedial programmes as assigned.

Key Outputs

The successful candidate will deliver timely assessments and reports, provide effective family support and counselling services, facilitate parent education sessions, contribute to intervention programmes, and ensure accurate documentation and coordination of case management activities.

Qualifications and Experience

- Master's Degree in Social Work (MSW).
- Minimum of five (5) years' professional social work experience.
- Training in Guidance and Counselling and/or Special Education would be an asset.
- Strong interviewing, counselling, and case management skills.
- Knowledge of child development, family dynamics, and Child Protection legislation.

Core Competencies

- Strong interpersonal and communication skills.
- Ability to work effectively within multidisciplinary teams.
- Excellent documentation and organizational skills.
- Commitment to professional ethics, confidentiality, and child protection standards.

Annual Salary Scale: \$4,266,270 - \$5,737,658

Applications should be submitted electronically to hr@ctc.edu.jm and addressed to:
The Chairman,
C/o The Personnel Manager,
Church Teachers' College: Mandeville, 40 Manchester Road, Mandeville, Manchester

The College thanks all applicants for their interest. However, due to the high volume of applications received, only shortlisted candidates will be contacted.