

**Advertisement for Engagement of Wellness Counsellor**

The National Institute of Design (NID), Assam is an Institution of National Importance and an autonomous Institute under Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce and Industry, Govt. of India established at Jorhat by an Act of Parliament. It is an Institution established to provide Design Education and has commenced its academic session from 29<sup>th</sup> July 2019.

The Institute invites online applications from eligible candidates for engagement as wellness counsellor on visiting basis. Eligible candidates may apply for the said post **latest by 18.12.2022.**

<b>Name of Contractual Post</b>	<b>Remuneration</b>	<b>Qualifications and Experience required</b>
Wellness Counsellor	<b>Consolidated</b> (negotiable depending on the qualification and experience of the candidate}	<b><u>Essential Qualification and Experience:</u></b> <ol style="list-style-type: none"><li>1. Master's degree in Psychology/ Clinical Psychology/ Behavioural Psychology from a recognised University/ Institute.</li><li>2. 3 years of relevant experience as a Psychologist / Psychiatrists/ Counsellor in an academic Institution/ Health Sector</li></ol> <b><u>Desirable:</u></b> <ol style="list-style-type: none"><li>1. M.Phil./ Ph.D. in psychology from a recognized University/ Institute.</li></ol> <p>* Candidates retired from Govt. or private hospitals or clinics, if meeting the essential criteria, may also apply.</p>

**Job Profile: -**

1. To listen to students and help them in academic, emotional, social, or behavioural concerns.
2. To work directly with students to develop solutions and set goals. These goals can be as simple as developing a timeline for setting a schedule or as complicated as managing difficult emotions or processing trouble at home/classroom etc.
3. Counsellors plays an important role in conflict resolution. This includes not only conflicts between students, but conflicts between students and teachers or teachers and parents as well. By assisting with conflict resolution and mediation, the student

Counsellor helps ensure that personal conflicts do not interrupt academic activities or disrupt the student's goals.

4. To help develop counselling programs including peer counselling activities that connect students to one another for support, as well as initiatives like drug and alcohol prevention programs.
5. To provide psychological counselling to students/staff for assessment of mental health i.e., depression, anxiety, stress management, behavioural and psychological issues, psychometric testing, risk assessment, narcotics addiction, weight management and evaluating their needs.
6. To support students in identifying confidence building, self-management, goals determination, substance abuse, bullying, anger management, career depression, relationships, behaviour towards fellow students and others in the institute, LGBTQ issues, self-image, and suicidal tendency related issues.
7. The Counsellor needs an understanding of various illnesses so they can educate students about the best way to manage their chronic problems.
8. To deal with clients and their families face to face, they should have strong interpersonal and instructional skills.
9. The wellness Counsellor should be adept at problem-solving and evaluating a client. He/she should have the ability to inspire trust and communicate effectively to motivate people by encouraging them to make healthy choices for lifestyle, exercise, and nutrition.
10. Creating and proposing programs and events that provide education on a variety of health-related topics.

### **Terms & Conditions:**

1. Wellness Counsellor shall visit the Institute campus twice in a week for three hours each (tentatively 10.00 A.M. to 01.00 P.M. /3.00 P.M to 6.00 P.M.)
2. Remuneration will be on per visit basis to be paid monthly and the amount per visit shall be decided based on the qualification and experience of the candidate and decision of the interview panel.
3. In case of emergency, the Wellness Counsellor shall attend the students / staff and their family members at their hostels or residence during office hours and any other day of the week.
4. The Wellness Counsellor will be available for consultation in case of emergency during holidays / odd hours as per the requirement of the institute or at night at her / his residence.
5. In case of curfew / lockdown etc. imposed by the Govt., the Wellness Counsellor will have to provide / conduct online counselling to the students and employees of the institute also.

6. The Wellness Counsellor shall inform in writing for any leave / outstation holidays to be undertaken by him / her well in advance. No payment will be made for the period of absence.
7. The Wellness Counsellor shall maintain a database of mental wellbeing of each student who visits him/her and meet every such student at least once in each Semester for the purpose.
8. Services of Wellness Counsellor may be terminated by giving one month notice by either side.
9. Wellness Counsellor will report for his / her duty to the Reporting Officer which will be assigned by the institute.

**Instructions to the candidates: -**

1. Candidates shall ensure that they fulfil the eligibility criteria and experience and submit two references about their performance from their current employer / empanelled institution.
2. No TA / DA will be admissible for attending the interview.
3. The Institute shall reserve the right to amend the terms & conditions of the engagement of the Wellness Counsellor at any time.

**Duration:**

The engagement for the above will be initially for a period of one year, which may be extended further on mutual agreement depending on satisfactory performance.

**How to Apply:**

Candidates are requested to apply **online only** with their Bio data and relevant academic and experience related documents to [careers@nidj.ac.in](mailto:careers@nidj.ac.in), **clearly mentioning the name of the post applied for in the subject of the email.**

**No other means / mode of application will be accepted.**

**Important Date:**

Last date of submission of online application is **18.12.2022 till 05:00 pm.**

Sd/-

दिनांक: / Dated : 28/11/2022

मुख्य प्रशासनिक अधिकारी / Chief Administrative Officer