

國立高雄大學學生宿舍生活輔導老師設置實施要點

Implementation Guidelines for National Kaohsiung University Dormitory Counselors

民國 101 年 1 月 13 日本校第 120 次行政會議通過

Amended and passed by the 120th Administrative Board Meeting on January 13, 2012

一、為輔導學生於住宿、心理、情感、壓力等方面之問題給予適時的協助及處理，並以各領域經典導讀經營讀書會，增進學習機制，深化專業素養之養成，特訂定本要點。

I. The Guidelines are established in order to counsel students in a timely manner, thereby enabling them to cope with problems in regard to accommodation, mental health, emotions, stress, etc., in addition to organizing reading groups in which students can read classics in various fields to enhance their learning and cultivate their professionalism.

二、師資來源：學務處徵詢本校具服務熱忱教師，並以通識中心專任老師優先聘任之。

II. Counselor Recruitment: Division of Student Affairs will inquire teachers having enthusiasm for service; full-time teachers in the General Education Center have the priority to be recruited.

三、工作內容：

III. Job Description:

1. 強化學生認識自我，定向輔導、生活適應、課業輔導與協助讀書計劃。

A. Reinforce students' self-recognition; provide orientation, adaptation counseling and academic guidance; and assist them with their study plans.

2. 輔導學生參與社團活動及交友輔導，增強學生互助及問題發掘或轉介輔導。

B. Counsel students in club activities and interpersonal relationships, enhance their collaboration, as well as discover problems or provide referrals for counseling.

3.鼓勵生涯探索，專業學習及進修計畫，提升學生自我能力，導引其適性發展，並培養其健全人格。

C. Encourage students in career exploration, professional learning and preparation for continued education, to elevate their competences and guide them to develop adaptively with a good personality.

4.協助角色調適，價值澄清及生涯規劃，培養學生主動求助精神，強化學生之自我認同感。

D. Assist students in role adjustment, value clarification and career planning; cultivate their proactive attitude for seeking help; and reinforce their self-recognition.

5.針對學生之性向、興趣、特長、學習態度及家庭環境等應有充分瞭解，對於學生之思想行為、學業及身心健康，施以適當之指導。

E. Counselors shall have a comprehensive understanding of students' aptitudes, interests, talents, learning attitudes and family backgrounds, as well as offer proper guidance on their thinking, behaviors, studies, and physical and mental health.

四、執行方式：

IV. Implementation:

1.輔導老師於學期中週一～週四夜間任選（一次）2小時值勤，每一學期至少10次，每學期減授1小時鐘點為原則。

A. Counselors shall choose 2-hour duty times (one shift) at night from Monday to Thursday during the semester, with at least 10 shifts in a semester. One lecturing hour can be deducted per semester.

2.輔導老師需填寫值勤簿，於值勤簿中提出建議或需改善之事項，生輔組針對所提出事項，尋求相關單位協助改進。

B. Counselors shall fill rosters, and propose suggestions or advice for improvements. Afterwards, the Student Counseling Office will seek assistance from relevant units for improvements.

3.輔導老師依班級導師觀察所提學生名單做適當的諮商輔導。

C. Counselors shall provide appropriate counseling for students based on the list proposed by the students' homeroom teachers.

4.於學期末舉行座談會，進行經驗交流及期末檢討。

D. A symposium will be held at the end of the semester to exchange experiences and carry out evaluations.

5.值勤地點為學生宿舍之交誼廳。

E. Duty place: Dormitory Lounge.

五、經費來源：所需經費由相關計畫及學生宿舍經費支應。

V. Financial Resource: The required expenditure will be covered by relevant project funding as well as dormitory management related funding.

六、本實施要點經行政會議通過，並經校長核定後實施，修正時亦同。

VI. The Guidelines are implemented after being passed by the Administrative Board Meeting and approved by the President. The same procedures shall apply to amendments which may arise.