



## Senior Counsellor

### Job Description

<b>Job Title</b>	Senior Counsellor
<b>Salary</b>	£30,197
<b>Location</b>	Based at YCT House Harlow, with work across the region (currently Essex and Hertfordshire)
<b>Responsible and Accountable to</b>	CEO, YCT
<b>Hours of work</b>	Full-time (37.5 hours per week) Fixed term for 12 months  Occasional evening and weekend work may be required; a time off in lieu system operates.
<b>Annual leave</b>	25 days per annum exclusive of public holidays. Leave year runs from 1 <sup>st</sup> April – 31 <sup>st</sup> March.
<b>Pension</b>	A contributory pension scheme operates.
<b>Notice required</b>	2 months

### Job Summary

To support an established counselling team, whilst maintaining a strong clinical focus and counselling case load. This is a mixed clinical and operational role substantially delivering direct face to face work with clients along with supporting the delivery of an exceptional quality, charitable service which meets performance targets against quality and satisfaction measures.

Alongside the delivery of face to face therapeutic work to YCT's clients, the role will assist with safeguarding, client well-being and impact measurement practices. The role will provide support and expertise to the therapeutic team as they deliver services to both schools and community-based clients. All work is delivered within the BACP ethical framework, to meet the needs of the organisation's varied beneficiaries.

## **Key Roles and Responsibilities**

1. To deliver an average of 20 clinical hours per week to children and young people
2. To provide therapeutic expertise and support to the organisation
3. To provide phone/text/online support to clients waiting to receive YCT's support.
4. Provide crisis management support to family members/carers as necessary.
5. To work within the BACP ethical framework, guidance and current legislation regarding therapeutic practice
6. To work with the CEO and other team members to maintain existing services, introduce new services and initiatives, and contribute to the overall development of YCT
7. To contribute to the development and review of YCT's Policies and Procedures
8. To undertake such other duties as the CEO and the Board of YCT might reasonably expect or the development of this role might require.
9. To follow up on safeguarding actions, as advised by the Clinical Lead.
10. To receive professional external supervision and/or undertake continuing professional development.

## **Standards**

As an organisation which works to support children and young people and their families YCT aims to maintain the goodwill and confidence of its own staff, stakeholders, other agencies and of the general public. To assist in achieving this objective it is essential that, at all times, employees, volunteers and contractors carry out their duties within the ethos and values of YCT.

All work delivered by employees, volunteers and contractors must be in accordance with YCT's written Policies and Procedures.

Person Specification	Essential (E) or Desirable (D)	Application (A) or Interview (I)
<p><b>Qualifications/Education/Training:</b></p> <p>Registered member of the BACP (or equivalent)</p> <p>Qualified supervisor (or qualified by experience)</p>	<p>E</p> <p>D</p>	<p>A</p> <p>A</p>
<p><b>Experience:</b></p> <p>A minimum of 5 years' experience working therapeutically</p> <p>Experience of, and commitment to, working within BACP ethical framework, guidance and current legislation regarding therapeutic practice</p> <p>Experience of safeguarding practices</p> <p>Experience of reporting, monitoring and impact measurement tools</p> <p>Experience and understanding of working in a non-discriminatory way</p>	<p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>E</p>	<p>A</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>
<p><b>Knowledge:</b></p> <p>Understanding of person-centred therapy, and other therapeutic approaches, in the context of working with children and young people and adults</p> <p>Good professional knowledge of services, legislation and guidance regarding children and young people</p> <p>Understanding of working therapeutically with children/young people systemically with their family members</p>	<p>E</p> <p>E</p> <p>E</p>	<p>A/I</p> <p>A/I</p> <p>A/I</p>

<b>Skills and Competencies:</b>		
Effective counselling skills	E	A/I
Proactive approach to case management	E	A/I
Excellent written and verbal communication skills	E	A/I
A strong ability to engage and form therapeutic relationships with young people and family members	E	A/I
Ability to use supervision effectively	E	A/I
IT skills – Good working knowledge of Word and use of emails	E	A/I
Ability to organise and prioritise workload	E	A/I
Ability to demonstrate a supportive, cooperative and effective approach to team working	E	A/I
Commitment to continuing professional development	E	A/I
<b>Personal Attributes:</b>		
Motivated to make a difference in the lives of children, young people and their wider networks	E	A/I
Warm, empathetic and approachable. Able to build effective working relationships quickly with close colleagues and wider external networks	E	I
Pro-active, motivated and adaptable to different situations	E	A/I
Car driver with own transport	E	A