



## **Adult and Children & Young People Counsellor/Therapist Job Description & Person Specification**

<b>Job Title:</b>	Adult and Children & Young People Counsellor/Therapist
<b>Reports to:</b>	Clinical & Safeguarding Lead
<b>Hours of work:</b>	22.5 hours per week Fixed Term for 12 months <i>(potential for extension or to become permanent)</i>
<b>Based at:</b>	Head office in Uttoxeter. Individual schools within Stafford, East Staffordshire, Cannock Chase, Tamworth & Lichfield and Staffordshire Moorlands.
<b>Salary:</b>	£26,111 gross per annum (pro-rata, actual salary £15,666 per annum)

### **PURPOSE OF THE ROLE:**

YESS are seeking to recruit counsellors and therapists who have experience and desire to work with both adults and children and young people within areas of Staffordshire. Counselling will take place within our premises in Uttoxeter and schools within Stafford, East Staffordshire, Cannock Chase, Tamworth & Lichfield and Staffordshire Moorlands.

### **JOB SUMMARY:**

Counsellors/Therapists must be able to offer both brief and longer-term therapeutic interventions to both Adults and Children & Young People.

This role requires the counsellor/therapist to be able to work independently within the school or community setting delivering one-to-one or group counselling to clients.

### **JOB SPECIFICATION:**

- To offer professional therapeutic one-to-one and group interventions to Adults and Children & Young People referred to YESS through various projects
- To offer and provide innovative ways of delivering therapy
- To provide initial assessments and evaluate risk and the appropriateness of counselling for clients referred to YESS



- To liaise with professionals, parents and carers of Children & Young People during counselling where appropriate to ensure support is maintained for the client
- To establish and maintain relationships with other relevant professionals such as school staff to ensure good communication
- To undertake duty calls from other professionals and parents in need
- To fulfil professional clinical supervision requirements
- To work in line with YESS policies and procedures, including safeguarding and confidentiality
- To be a member of a recognised professional body such as: BACP, NCPS, BPS, UKCP etc
- To work in line with relevant ethical framework, working in a safe and ethical manner at all times
- To attend all line management, all staff and internal training meetings
- To maintain adequate records of clinical work
- To assist in the evaluation of the service by contributing to data collection and analysis and to participate in research as required
- To maintain training and continued professional development
- To participate in any other activities as agreed with the service managers including any relevant meetings such as TAF, CIN and CP conferences as required
- To be aware of and comply with the policies, procedures and service standards
- Represent and promote YESS within both the local community and schools

## PERSON SPECIFICATION

Qualities/Skills		Demonstrated by/at
Diploma in counselling or equivalent MSc. (or working towards MSc having completed the diploma element of the course)	Essential	Application Form/evidence of qualifications/University Letter
Experience of working with Adults	Essential	Application form/interview
Experience of working with children and young people	Essential	Application form/interview
Strong understanding of safeguarding procedures and issues	Essential	Application form/interview
Excellent team working skills	Essential	Application form/interview



Ability to manage caseload and prepare reports in line with contract requirements	Essential	Application form/interview
Strong organisational skills	Essential	Application form/interview
Ability to work on own initiative and be self-motivated	Essential	Application form/interview
Competent at working within a recognised theoretical framework	Essential	Application form/interview
Effective communication skills	Essential	Application form/interview
Ability to maintain confidentiality appropriate to the setting	Essential	Application form/interview
Undertake any relevant training to maintain professional development	Essential	Application form/interview
Ability to travel within the localities specified and hold a full current driving licence and use of appropriately insured car	Essential	Application form/interview
Experience of using Routine Outcome Measures and feedback loops	Desirable	Application form/interview
Competent in the use of IT, email, and electronic management and database systems	Desirable	Application form/interview
Participate in fund-raising activities	Desirable	Application form/interview

In return YESS offer:

- Access to comprehensive training including safeguarding, self-harm and suicide ideation
- Some travel remuneration
- Regular Line management
- Regular team meetings
- Support for future development
- Opportunity to work for a well-respected charity