

## Job Description

<b>Job Title:</b>	Counsellor (x 2)
<b>Reports to:</b>	Clinical Lead
<b>Type of Contract:</b>	Permanent, Part-time (subject to 6-month probationary period)
<b>Hours:</b>	15 hours per week: - Post 1: Tuesdays & Wednesdays - Post 2: Thursdays & Fridays (Additional hours may be available)
<b>Salary:</b>	£25, 655 -£ 31, 534 (Equivalent to NHS band 5) dependent on experience.
<b>Employer:</b>	Winchester Youth Counselling (WYC)
<b>Place of Work:</b>	WYC offices at 68 St George's Street, Winchester, SO23 8AH
<b>Date of JD:</b>	23 <sup>rd</sup> May 2022

### Job Summary:

To provide counselling sessions per week to young people aged 11-25 living in the district of Winchester. Some of these sessions will be after school hours and most sessions will be provided for 11–17-year-olds.

### Roles & Responsibilities:

- To provide 10 x 50-minute counselling sessions per week to young people between ages of 11-25 at both our offices in Winchester and complete associated administrative tasks.
- To attend weekly clinical supervision.
- To attend quarterly line management meetings.
- To deal with any issues regarding safeguarding and to keep appropriate records relating to any procedures in accordance with WYC policies on safeguarding.
- To attend team meetings and CPD events organised by WYC.
- To act within the code and ethics of the British Association of Counselling and Psychotherapy and to follow the policies and procedures of Winchester Youth Counselling.
- To work as part of a team.

### Key Working Relationships:

The post holder will be required to maintain constructive relationships with a broad range of internal and external stakeholders across Winchester. Key relationships will include:

- WYC Staff, Trustees and Volunteers
- Members of the public

## Person Specification

Factors	Description	Essential	Desirable
<b>Knowledge, Training, and Experience</b>	BACP (or equivalent) accredited counsellor or be working towards an accreditation.	✓	
	At least one year's experience of working with young people aged 11-18 and to have gained at least one years' post qualification experience.	✓	
	Experience of working within a voluntary organisation.		✓
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	Experienced in dealing with safeguarding issues, to be able to demonstrate knowledge and experience in keeping young people and vulnerable adults safe from harm.	✓	
	To have experience of providing both short term and longer-term counselling.	✓	
	Experienced in carrying out assessments.		✓
	Experience of being in own therapy for at least 2 years.	✓	
<b>Communication Skills</b>	Be a skilled and effective communicator both orally and in writing.	✓	
<b>Autonomy</b>	Be able to work on own initiative.	✓	
	Be able to work as part of a team.	✓	
	Be able to work within the BACP Code of Good Practice and follow the procedures of Winchester Youth Counselling.	✓	
<b>Equality and Diversity</b>	Understand equal opportunities and how this is relevant in a counselling setting.	✓	
<b>Other</b>	Registered with the DBS update service.		✓