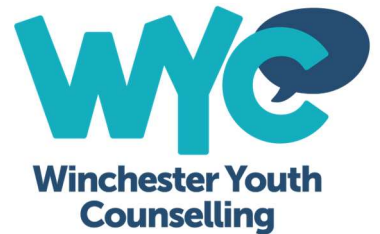


Job Description



Job Title:	Pupil Counsellor (Maternity Cover)
Reports to:	Clinical Lead
Type of Contract:	Sessional / Fixed Term (Sep 2023 – July 2024)
Start Date:	September 2023 (Induction early July)
Hours:	Minimum 5, Maximum 10 (during Winchester College Term)
Salary:	Sessional rate £35 per hour (Invoices to be sent to WYC monthly, which will be paid by WYC)
Employer:	Winchester Youth Counselling (WYC)
Place of Work:	Winchester College - A suitable counselling room will be provided by Winchester College.
Annual Leave:	A retainer fee of £35.00 for 1 session per week will be paid during Winchester College holidays. Counsellor will need to take their holidays during Winchester College holidays, please note Winchester College have longer holidays than mainstream school holidays.
Date of JD:	28 th April 2023

Job Summary:

To carry out individual counselling with pupils who are boarding at Winchester College.

Roles & Responsibilities:

- To see young people for weekly counselling sessions as directed by the Clinical Lead at the College.
- To arrange their own appointments and carry out assessments.
- To liaise with Clinical Lead at Winchester College and College Staff, including the Lead Nurse, Nurses, Housemasters, matrons, college GP's and Psychiatrist and make referrals where appropriate.
- To attend weekly clinical supervision which will be provided on by Winchester Youth Counselling.
- To be able to deal with enquiries from staff members regarding appointments, keep own diary, and keep client sessions record. Please note bookings will be made directly between counsellor and Winchester College staff. Winchester Youth Counselling will not be involved in arranging any appointments for the counsellor.

- To act within the Ethical Framework of the British Association of Counselling and Psychotherapy and to follow the policies and procedures of Winchester Youth Counselling and Winchester College.
- Counsellor will need access to emails, and use of their own telephone in order to arrange appointments etc. An email address will be provided by Winchester College.
- Clinical Supervision: group supervision of 90 minutes will be provided free of charge by Winchester Youth Counselling on a weekly basis. Supervision time may be negotiable subject to availability etc. Counsellor will attend supervision in their own time but will be able to invoice for one hour of it. Supervisor will be appointed by Winchester Youth Counselling
- Attendance also required at Clinical meetings which take place at Winchester College during term time only on a Thursday at 1pm. This is also a paid hour.
- Post will be subject to an Enhanced DBS and references check which will be carried out by WYC.

Person Specification

Qualifications	Essential	Desirable
BACP accredited counsellor or be eligible for accreditation	✓	
Experience	Essential	Desirable
To have experience of working with young people, preferably have some experience of working with young people in a school or college setting.	✓	
Criteria	Essential	Desirable
Have experience of working with young people aged 12-18.	✓	
Be able to liaise and build working relationships with other professionals and agencies.	✓	
To be able to work flexibly and at different times in the week and to carry out more hours if required. Be available to deal parents of pupils out of hours as required.	✓	
To be able to communicate with parents of pupils in order to facilitate the counselling process	✓	
Excellent communication skills required and an ability to work under pressure	✓	
Be able to work on own initiative and be well organised	✓	
Be experienced in carrying out assessments	✓	
Have experience of being in own therapy for at least 2 years	✓	

To be able to work with risk and young people who are experiencing suicidal feelings.	✓	
To be experienced in dealing with safeguarding issues, to be able to demonstrate knowledge and experience in keeping young people and vulnerable adults safe from harm.	✓	
Be able to work as part of a team.	✓	
Be able to work within the BACP Ethical Framework for the Counselling Professions and follow the procedures of Winchester Youth Counselling.	✓	
To have experience of providing both short term and longer term working.	✓	
To have knowledge of issues affecting young people's mental health in Boarding schools.		✓