

Clinical Counselling Placement Person Specification / Role Description

Children and Young People’s Schools Counselling Service

Mind in Tower Hamlets, Newham and Redbridge

**Qualifications**

To be qualified, or in training, in any of the following courses:

* Diploma/BSc/MSc/MA/Doctorate Counselling/Psychotherapy or Counselling Psychology
* Diploma/BSc/MSc/MA/Doctorate Counselling/Psychotherapy or Counselling Psychology for Children and Young People
* Please give details in your application form of any additional counselling workshops or courses that you have attended.

**Personal Therapy**

* To have had a minimum of 20 sessions of personal therapy and to be in therapy for the duration (if in training) of the contract with Mind in Tower Hamlets, Newham and Redbridge until qualified.

**Counselling Experience and Skills**

To be demonstrated in the application form:

* Your motivation to become a counsellor and why you have chosen to apply for this counselling placement.
* Awareness (or experience) of working with clients in a time limited way.
* Awareness (or experience) of delivering counselling to children and young people.
* Ability to work creatively and flexibly to engage children and young people in counselling work
* Understanding of mental health issues and how these impact on children and young people. You may wish to share your personal experiences, or experience of others.
* Ability to communicate effectively both verbally and written.
* Ability to undertake all administrative duties accurately, and in a timely manner.

To be demonstrated at interview:

* Understanding of relevant legislation in all aspects of counselling children and young people including safeguarding and child protection.
* Awareness and understanding of working with diversity in relation to children and young people
* Understanding of establishing a therapeutic relationship suited to the age range of children and young people within this service.
* Understanding of the BACP ethical framework and responding to safeguarding concerns

Role description:

**Duties and Responsibilities**

* To provide a minimum of 3-4 face-to-face counselling sessions per week, committing to 1 day a week based in a school setting in Newham, for a minimum period of one year, term-time only.
	+ Aside from bank holidays, and holiday periods where the school and service is closed.
	+ Volunteer counsellors work on a term-time only basis.
* To conduct reviews with the clients throughout therapy in order to assess the counselling progress.
* To identify and communicate any concerns regarding the client or counselling relationship to the Counselling Services Manager and Clinical Supervisor
* To adhere to duty management policies and procedures, ensuring timely communication of any safeguarding and/or risk concerns to the Schools Safeguarding Lead and Counselling Services Manager
* To use clinical assessment measures with children and young people, parent/carer(s) and teachers (SDQ and YP-CORE) and experience questionnaires to assess the counselling progress when necessary.
* To work in a largely autonomous manner, receiving support from the Counselling Services Manager, Administrators and Clinical Supervisor
* To attend all line/case management and clinical supervision sessions
	+ Between 1.5 and 2 hours of clinical supervision per month is provided in line with the BACP requirements
	+ If additional hours are required by another professional body or training provider, external supervision should be organised and paid for by the counsellor
* To attend training offered on topics relevant to the role
* To maintain up-to-date clinical records (such as uploading assessments, referral forms, measuring outcomes and client notes using the client database).
* Once qualified, to assist with other duties such as clinical assessments, if you wish to do so.

**Communication and working relationships**

* All clinical placement counsellors are managerially and clinically accountable to the Counselling Services Manager
* To maintain awareness of other services within MindTHNR and the wider community for additional or alternative referrals

**General:**

* To adhere to the BACP ethical framework and to organisational policies and procedures at all times
* To keep abreast of current psychological developments as they relate to the post.