

# Children and Young People's Counsellor



**START DATE:** March 2018 (fixed term for one year)

**RATE OF PAY:** £30-40 per hour, depending on experience.

**HOURS OF WORK:** Part-time for 2 hours, twice a week Monday – Friday.

**HOLIDAY:** 25 days pro-rata.

**MANAGEMENT:** This post holder will be line managed by the Community Hub Manager and will also work with the ClementJames CEO. Any professional supervision necessary, and in keeping with the requirements of the post-holder's professional body, will need to be externally arranged by the post-holder.

**APPLICATION:** Letter of application and CV to be submitted by **9am on Monday 19<sup>th</sup> February 2018** with interviews taking place on Wednesday 21<sup>st</sup> February 2018. Applications to be sent to [jobs@clementjames.org](mailto:jobs@clementjames.org).

The ClementJames Centre's vision is for **everyone in our community to release their potential and live fulfilled lives**. We achieve this through providing education, employment and wellbeing support to nearly 3,000 local people each year in a safe and compassionate space.

## Employment Support

ClementJames helps people to gain meaningful and sustainable employment. This enables our clients to improve their quality of life, security and independence. We offer tailored advice and support, mentoring and work skills activities.

## Children and Young People's Education

ClementJames helps children and young people to learn, flourish and achieve their potential. This allows them to feel fulfilled and have the opportunities to build the future that they choose. We provide academic support, mentoring, intensive literacy and numeracy support, and aspirational activities.

## Wellbeing and Support

ClementJames empowers people to overcome barriers and challenges and to engage with their own wellbeing. This enables our clients to pursue their goals. We do this through the provision of Information, Advice and Guidance, and wellbeing support and activities.

## Adult Learning

ClementJames supports adults to improve their English, Maths and ICT skills. This gives our students the confidence and knowledge to help them succeed and strengthens their place in the community. We offer a wide range of Functional Skills courses and intensive literacy and numeracy support.

In light of the Grenfell Tower fire and the trauma experienced by a significant proportion of the community, we are seeking a qualified counsellor to work with children and young people at ClementJames. This role will also involve providing support around the complex barriers such as low self-esteem, emotional regulation and complex family lives that many in the community face. The post-holder will be required to work with children and young people aged 7 – 18, to provide both 1:1 and small group work whilst also supporting our after-school offer.

## Post-holder responsibilities -

Establish and manage an easily accessible counselling service within the community centre setting and provide a high standard of clinical counselling provision to children and young people

Provide a professional assessment and treatment service to referred clients

Apply a high level of communication skills, recognising and reflecting the need for different styles and methods of communication to meeting therapeutic needs

Maintain good communication links with colleagues to ensure optimum care of clients

Maintain an awareness of resources available to enhance opportunities for clients in maintaining positive mental health.

Offer advice, support and psycho-education to clients, their carers and, if appropriate, our partner agencies, ensuring the conditions of the confidentiality sharing agreements are met

The post holder may be asked to carry out various other activities by ClementJames such as supporting with our after-school provision and talking about an aspect of counselling at a staff training session.

Manage and prioritise the tight time boundaries of the post as well as the often complex and varied workload.

## The post-holder will be required to -

- Be a Registered Member or an Accredited Member of the BACP or another appropriate professional body (e.g. UKCP, HPC).
- Demonstrate knowledge of safeguarding policies and procedures including experience/competency in assessing risk and making professional judgements about when other services might need to be involved
- Have at least two years' experience in individual and group counselling with children and/or young people
- Hold a Graduate or Post graduate level Counselling Diploma or equivalent [of two years' minimum duration including personal counselling or psychotherapy].
- Have an interest in the charity sector and working with communities in vulnerable circumstances
- Work effectively both independently and with the ClementJames staff team
- Connect with external mental health pathways to support children and young people e.g. wellbeing services, Primary Mental Health Workers, CAMHS, GPs.
- Work at all times within the ethics and guidelines of the British Association of Counselling and Psychotherapy
- Keep suitable case records according to agency policy, legal and other requirements, ensuring that all project case records and files are maintained and securely held
- Have experience of working within a multi-agency team
- Demonstrate excellent written and verbal communication skills etc.
- A willingness to be flexible
- Successful applicants are required to undertake an Enhanced Disclosure via the Disclosure and Barring Service (DBS).