

 **Job Description**

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| **Job Title** | **Counsellor (LSBU Service)**  |
| **Reporting to:** | Clinical Lead |
| **Salary:** | £26,176 per annum full time (pro rata for part-time)  |
| **Working hours:** | 1 WTE or 0.8 WTE (4 or 5 days a week) - 9am – 5pm |
| **Contract length:** | Fixed term – until 31st August 2022 |
| **Holidays:** | 28 days per annum (37.5 hours / full-time Basis pro rata for part-time) |
| **Based at:** | Hybrid - Remote Working Hopkinson House, 6 Osbert Street, London SW1P 2QU |

**Main Responsibilities**

* To carry out clinical assessment and allocate clients to appropriate services

* To deliver short term, solution focused and integrative talking therapy services with clients on an individual and group work basis as appropriate

* To refer clients to other services beyond Brent, Wandsworth & Westminster Mind as appropriate

* To provide advice and information to clients as appropriate
* To provide and deliver 5 clinical appointments a working day minimum

* To carry out the administrative duties to support clinical work including use of CORE Net, and contributing to the monitoring and reporting of services as appropriate

* To undertake regular clinical supervision in accordance with BACP/BPS/UKCP best practice guidance

* To adhere to the code of ethics of the BACP

* To undertake any other duties commensurate with the grade

 **Person Specification**

* Qualified in counselling, psychotherapy, counselling psychology or a related field to postgraduate level, or equivalent

* Accredited by a recognised professional body (BACP, BCP, UKCP)

* Experience of delivering clinical services to clients with appropriate clinical supervision arrangements

* Experience of different theoretical models of talking therapies to include CBT, brief therapy and integrative counselling.

* Experience of delivering IAPT services and able to evidence positive outcomes of IAPT intervention

* Experience of carrying out clinical assessments and triage clients to appropriate services

* Experience of working within the NHS system, GP practices, or the voluntary sector

* Able to work with minimal supervision and managerial guidance

* Able to communicate clearly both orally and in writing

* Knowledge and experience of using CORE Net

* Basic working knowledge of MS Office (Word, Excel and Outlook)

* Commitment to the code of ethics of the BACP

* Demonstration of appropriate continuing professional development

* An understanding of, and demonstrable experience of implementing an equal opportunities approach to social inclusion and health improvement