

Young Person's Counsellor – Job Description

Job Title:	Young Person's Counsellor
Nominal Project:	Surge & Capacity
Hours:	Variety of hours available from 6 hours per week. Working hours will mainly be early evening, after school hours
Salary:	Zero hour contract – £25,750 per annum (pro rata hourly rate £13.47) Completed client session paid 1.5 hours DNA/ Cancelled under 24 hours paid 1 hour
Holidays:	25 days per annum plus bank holidays (pro rata)
Reporting to:	Counselling Team Leader
Location:	Hybrid working, home based using phone/ online platforms. Face to face work at Visyon bases including Congleton, Crewe, Macclesfield.

Visyon Purpose:

Visyon supports the emotional health and well-being of children, young people and their families through the provision of a range of services, including one-to-one counselling, group work, mentoring and family support work.

Visyon Values:

Compassionate, supportive, effective, non-judgemental, creative, passionate

Purpose of the Job:

The post holder will work as part of the Visyon team, providing a wide range of time-bound, outcome-focused therapeutic interventions to children and young people and their families as directed.

Visyon places a high value on governance and accountability. We work with high level cases, risk management and safeguarding are essential parts of our work.

Working with Visyon requires flexibility, strong communication, organisational skills and working effectively with children and young people, and others who support them. The ability to support and manage client risk and know when referrals should be made onto other agencies is essential within this role.

Duties

1. This role operates within a standard operating procedure provided by the relevant service manager to identify day to day duties and expectations.
2. To provide therapeutic interventions to young people, working and communicating with parents on a one-to-one basis and within a group work setting as required.
3. To provide Open Access sessions when required. These are one off appointments offered by Visyon on referral, to assess client need and risk, suggest immediate strategies and techniques and any necessary signposting.
4. To ensure all data is recorded using the Visyon database with emphasis on good record-keeping and prompt follow-up action, in line with Visyon's policies and procedures,
5. To engage with service users in recording their experiences, outcomes and the impact of interventions, in order to ensure the continuing relevance and efficacy of Visyon's interventions, and to evidence our impact.
6. To manage a caseload so that planned interventions are delivered to required standards of quality and timeliness and within authorised expenditure budgets.
7. To actively manage client risk and refer onto other agencies when appropriate.
8. To take responsibility for reporting all safeguarding concerns in accordance with Visyon's, and the relevant local authority safeguarding, policies.
9. To collaborate productively with Visyon's staff and volunteer team, and partner agencies to support the agreed work programmes against clearly defined objectives.
10. To engage in the process of supervision with your line manager as required.

11. To develop productive partnerships with workers from a range of organisations and relevant groups as directed by your line manager. Promoting the work of Visyon to these and other bodies as appropriate.
12. To signpost young people to other relevant services as appropriate.
13. To participate in Visyon's training and programmes of continuous professional development for staff.
14. To be accountable for own practice, professional actions and professional boundaries.
15. To attend the minimum monthly clinical supervision for the number of practicing hours and ensure membership of a therapeutic governing body.
16. To actively encourage service users to provide feedback on their experience of the Visyon service and assist them to influence the general running and decision making of the organisation.
17. To familiarise yourself with and adhere to all Visyon's policies and procedures, including awareness of individual responsibilities under health and safety legislation, drawing any areas of potential risk to the attention of managers.
18. To undertake any other duty, which is appropriate to the job, when requested by the line manager.

Other Information

- 1 The jobholder will need to be prepared to travel within the area of work as required.
- 2 Use of own laptop is likely to be required and own mobile with ensuring number if kept private.
- 3 Legitimate travel expenses for authorised use of own vehicle will be paid at an agreed rate. Train (second class) and bus fares incurred for business travel will be reimbursed.
- 4 Employees using their own vehicles for work purposes are responsible for ensuring that they have the correct insurance cover and other legislated documents and present them for inspection on request.
- 5 The post-holder will be subject to an Enhanced Disclosure and Barring Service check.
- 6 Relevant qualifications and registrations identified as required of the post holder must be current and maintained.

Person Specification

Post Title: Young Person's Counsellor

Education	Essential	Desirable	Assessment
Professional /Advanced Diploma in Counselling (at a recognised training institution).	✓		A/I
BACP accreditation		✓	A
Formal training in other therapeutic models		✓	A

Experience	Essential	Desirable	Assessment
Demonstrably extensive supervised counselling/ therapy experience.	✓		A/I
Experience of working with young people aged 11-18, one-to-one	✓		A/I
Experience of working with under 11's		✓	I
Experience of working with clinical risk	✓		A/I
Evidence of consistent, ongoing clinical supervision in line with professional code of ethics.	✓		T
Demonstrable experience of working successfully with a caseload of young people with complex emotional health needs.	✓		A/I
Experience of using an integrative approach		✓	I
Experience of working with children and young people's feedback systems that empower them to influence their treatment and recovery		✓	I
Experience of working with other professional agencies		✓	I
Computer literacy including use of MS office and Database systems		✓	A
Experience of working with a charity		✓	I
Experience of working effectively in a team and with volunteers		✓	I

Knowledge, Skills and Understanding	Essential	Desirable	Assessment
Demonstrable understanding of mental health issues in the context of the needs and behaviours of children and young people	✓		A/I
Understanding of Safeguarding and child protection	✓		A/I
Communicates in a clear manner both written and orally	✓		A/T
Able to devise an appropriate therapeutic case plan for each client		✓	A/T
Awareness of different activities on offer for young people		✓	I
Demonstrable understanding and working within clear professional and ethical boundaries	✓		A/I
A demonstrable understanding of and commitment to equal opportunities and diversity, and the ability to work in a non-judgmental and non- discriminatory way.	✓		A/I
Demonstrable ability to work to timescales.		✓	A/I

Assessment key: A= Application, I= Interview, T= Test/Task