

# LANCASHIRE WOMEN *are hiring*

## JOB DESCRIPTION

<b>Job Title</b>	Counsellor X 5
<b>Salary / Hours</b>	£22, 392 / 37 hours per week
<b>Location</b>	Accrington, Burnley, Lancaster, Chorley, Fylde & Wyre. (Base to be determined upon appointment)
<b>Workstream</b>	Mental Health & Wellbeing
<b>Duration</b>	12 months fixed term contract + 1 year extension

### 1. Overview

Lancashire Women is an established local provider of IAPT and other therapeutic services across Lancashire. Due to new contract to increase access to psychological therapies we are pleased to announce that we are now able to recruit for 5 Therapists who are qualified to Level 4 or above to help meet the needs of this service.

### 2. Job Summary

The post-holder will work within the service providing Counselling on an individual or group basis to clients with a range of issues including mild to moderate depression and anxiety. The Post Holder will also be expected to complete some group work, when needed, working with other therapists to ensure client needs are met. The post-holder will be expected to manage their own case load, dealing with complex safeguarding issues as well as inputting data onto our client database in a timely manner, keeping all notes up to date and confidential. Working flexibly in accordance with service demands and being adaptable are fundamental aspects of this role. Promoting the work of Lancashire Women to relevant agencies and individuals in the local community is also an essential part of the role.

The post holder will work with people with different cultural backgrounds and ages, using interpreters when necessary and should be committed to equal opportunities. There is provision of a range of Step 2 and Step 3 therapeutic interventions within the Stepped Care Pathway ensuring increased patient choice and access to services.

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## 3. Key Responsibilities

- a. To provide 1-1 therapy sessions and small group delivery as appropriate in Lancashire Women premises or at outreach venues across Lancashire.
- b. To implement standards of good practice, adhering to the BABCP ethical framework
- c. To ensure equality of opportunity and standards of client care are met.
- d. Respond positively to women or men who present at any place of work in crisis.
- e. To ensure that required standards of health and safety are maintained where ever working and conduct risk assessments as and when required.
- f. Ensure no lone working unless necessary precautions and risk assessments are completed
- g. To use administrative, statistical and recording systems effectively ensuring good practice with regard to any sensitive, confidential material.
- h. Working with clients towards a positive and sustained change, enabling individuals to achieve emotional well-being and reach their full potential.
- i. Attend Staff Team meetings and Mental Health Team meetings on a regular basis.
- j. To attend regular structured supervision sessions with the Clinical Supervisor.
- k. To take-up appropriate training opportunities in consultation with the Clinical Lead.
- l. Will be expected to relate positively to other team members and volunteers.
- m. To work flexibly as and when required and to support other team members as needed.
- n. To uphold the policies and ethos of Lancashire Women at all times.
- o. To carry out such other duties as may be required in line with the nature of the post.

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## PERSON SPECIFICATION

### Supporting Evidence

In the supporting evidence of your application form, you must demonstrate your experiences by giving specific examples for the criteria within the person specification.

Criteria	Essential	Desirable	Assessment
Therapeutic qualification at level 4 or above.	√		A/I
Counselling for Depression training/qualification or /BACP Accreditation(or working towards)	√		A/I
Excellent Organisational and Administrative skills including a good knowledge of Microsoft office packages.	√		A/I
Excellent interpersonal and communication skills	√		A/I
Experience of working with clients within the Peri-Natal period.	√		A/C A/I
Solid awareness of legislation and adult safeguarding			A/I
Experience of working successfully as a team member to achieve the goals of an organisation.	√		A/I
Experience of working with people from varied social, economic and cultural backgrounds.	√		A/I
Ability to work on own initiative and regulate own workload and meet targets.	√		A/I
Ability to motivate and empower clients to recognise their own skills and abilities.	√		A/I
Ability to respond positively in a crisis situation.	√		A/I
Experience of dealing appropriately with safeguarding			A/I

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Willingness and ability to travel within an allocated area in Lancashire	√		A/I
Have access to a car.	√		A/I
High level of enthusiasm and motivation	√		A/I
Ability to work under pressure to achieve targets	√		A/I
<b>Equality and Diversity</b>			
The promotion of equality of opportunity and good working relations.	√		A/I
<p><b>*Assessment will take place with reference to the following information</b></p> <p><b>A=Application form      I=Interview      T=Test      C=Certificate</b></p>			