

Job Description: Counsellor

Accountable to: The Clinical Director and the Therapy Co-ordinators

Overall Purpose: Offering support and therapy to clients, pre and post bereavement and Trinity patients
To contribute to the development of the counselling service

Main duties and responsibilities:

Provide individual therapy and therapeutic group programmes to clients, which is consistent with individual needs, age, gender and ethnicity.

Organise own caseload taking professional responsibility and exercising autonomous judgement with regards to professional practice.

Assist the Therapy Co-ordinators in assessing the needs of adults (and children if required), referred to the service.

Ensure ethical and legal standards are maintained including client confidentiality.

Undertake risk assessments of clients to manage risk and make appropriate referrals to specialist services where significant risk or safeguarding vulnerable clients are identified.

Maintain competence and promote quality in the provision of psychological services.

Attend regular in-house clinical supervision in accordance with the BACP guidelines.

Take responsibility for personal professional competence and development by proactively assessing own education and development needs.

Contribute to the development and maintenance of the highest professional standards of practice, through active participation in internal and external training and development programmes, in consultation with the Linden Centre Co-ordinators

Contribute to the development and articulation of best practice in counselling therapy across the service and maintaining an active engagement with current evidence-based developments in the specialist field and other relevant areas.

Maintain up to date knowledge of legislation, national and local policies and issues in relation to client group and mental health.

Act at all times in accordance with relevant legal, ethical and professional legislation and frameworks, Trinity's and Linden Centre's policies and procedures.

Participate fully in supporting the activities of the Linden Centre within the wider context of Trinity including attending relevant meetings.

Maintain the highest standards of clinical record keeping in accordance with BACP, Trinity's and Linden Centre's policies and procedures, Governance and legislation requirements.

Participate in educational activities as required in a variety of settings and environments.

Promote quality measures within the counselling service and participate in relevant clinical governance activities within Trinity.

Work as part of the team contributing to the efficient running of the Linden Centre.

Attend team and other meetings as appropriate, contributing positively to discussions and debates, and participating in shared decision making.

Liaise, where necessary, with other professionals to ensure clients access the most appropriate support to suit their individual needs.

Have an awareness of the importance of own self-care whilst undertaking the mental, physical and emotional demands of this role.

Work flexibly to meet the needs of the service, in the future, this may include weekend and evening work.

Work in partnership with other relevant organisations where required.

Have a willingness to learn about supporting children and young people.

This job description is not exhaustive and is subject to review in conjunction with the post holder and according to future changes/developments in the service.