



www.welcome-solihull.co.uk

Job Description

Title: Young Persons Counsellor

Hours: 11.5 hours per week

(a degree of flexibility may be required especially during term time)

Location: SIAS, 15 Larch Croft, Chelmsley Wood, B37 7UR

(there is an expectation that an outreach approach will be adopted when completing sessions)

Salary: £24,000 per Annum (Pro Rata) + 5% Pension Scheme

Reports to: Service Manager

Summary of the role

Based within the Young Persons team, the post holder will support the YP Hidden Harm service by offering direct counselling to young people on our caseload affected by parental or familial substance misuse. The post holder will be expected to assure programme integrity through compliance with British Association for Counsellors and Psychotherapists (BCAP) framework of good practice and ethics.

This post is an externally funded project through Children In Need and has key performance outcomes to achieve for the young people accessing the service. This project is funded until 31st March 2021.

Main Duties and Responsibilities

This is an outline of the main duties and responsibilities of this post. Where these relate to the Drugs and Alcohol National Occupational Standards (DANOS) Skills Framework the relevant competency is indicated.

Duties	DANOS
Provide counselling to Young People referred via SIAS Hidden Harm service.	AI1, AI2, AI3, AB7, AF3
Assure program integrity, ensuring compliance with British Association for Counsellors and Psychotherapists (BACP) framework of good practice and ethics.	AC4
In consultation with the Service Manager and Hidden Harm team, develop a communication plan for the structured counselling service.	BAI.3, BA3
Promote choice, wellbeing and the protection of all individuals.	AA6
Manage the prompt and accurate capture of outcome data and ensure that it is reported to funding agencies and others – including internal record keepers - as appropriate.	BC4.1, BE6, BE1
Take part in promoting and developing the standards of the service. Liaise with the relevant agencies, and help generate appropriate referrals.	GEN48
Contribute to the monitoring of systems and compliance with policy to ensure a high quality of service delivery	AG2
Contribute to and support the effective operation of the service through various actions including attending meetings and writing reports as required.	BE6.1, B13
Ensure you are aware of Welcome policies and procedures and other relevant guidance and that all aspects of the service are carried out in line with these.	BA3
Be responsible for your ongoing personal and professional development and in particular in the form of ongoing training and clinical supervision as required by BACP guidelines.	AC1, AC2
Make efficient use of supervision and positively engage with learning and development opportunities	HSC33, GEN36, GEN33, AC1, AC2

This is not intended to be an exclusive list and other duties may be required consistent with the overall purpose of the role.

Welcome reserves the right to amend the Job Description in line with the evolving needs of the service and service user needs.

Person Specification:

Essential:

1. A Counselling qualification
2. Experience of working with vulnerable young people and/or adults

Desirable:

1. An understanding of drug and alcohol misuse and the effects on the user and the family.
2. Skills and experience in undertaking assessments.
3. Knowledge of drug and alcohol treatment services and other relevant services and their respective roles.
4. Competence in working with diversity, including awareness of race, culture and gender issues.
5. An understanding of the principles of and local policies on client confidentiality and appropriate sharing of information.
6. Experienced in working with safeguarding in relation to child protection and vulnerable adults in line with LSCB guidelines.
7. A high level of verbal and written communication skills, including an ability to write accurate and concise reports
8. Experience of working in a multi-agency environment.
9. Ability to work independently.
10. A high level of verbal and written communication skills, including an ability to write accurate and concise reports.
11. Experience of IT in a working environment including Word, Excel and Access.
12. Ability to work flexible hours.
13. Full driving licence.
14. Local knowledge and experience of working in the Solihull area.