

Job Description

Post: Children & Young People's Counsellor (Walsall)

Reports to: Service Manager

Hours: 12 hours per week (10 client sessions)

Salary: £9,120 per annum (FTE £28,500)

Contract: Fixed term 12 months, with possible extension.

Location: In person delivery will be based in community venues in the Walsall area, or Kapella premises, with some online working as required, depending on the needs of the clients and the service. The role requires flexibility and willingness to travel between sites.

Work Hours: Some flexibility in working hours is needed and they will include school/early evening sessions for clients. Days and times will be agreed with the Service Manager.

PURPOSE OF THE JOB

- To provide counselling to children and young people aged 7-18, and where appropriate up to age 24, who are experiencing mild to moderate mental health and emotional wellbeing difficulties.
- The postholder will work as part of Kapella's Children and Young People's Counselling Service. Initially it will be supporting clients referred through CAMHS Getting Help, but clients will also include self-referrals and referrals from other funded projects or contracts.

MAIN DUTIES & RESPONSIBILITIES

Clinical Delivery

- Deliver one-to-one counselling and therapeutic support to children and young people.
- Use a person-centred, trauma-informed and inclusive approach.
- Carry out assessments, agree goals and review progress with children and young people.
- Work within an agreed time-limited therapeutic framework.
- Adapt therapeutic approaches to meet individual client needs, including neurodiversity.
- Manage an allocated caseload
- Deliver up to 10 counselling sessions per week.
- Identify and respond appropriately to safeguarding concerns following procedures
- Work from community venues and online, or Kapella premises
- Attend triage or service team meetings as required.
- Communicate with parents and professionals supporting children and young people as required.
- Support raising awareness of our services with local partners and referrers.

Administration

- Maintain accurate and timely clinical records
- Use the organisation's case management system/database
- Complete outcome measures, evaluation reports and case studies
- Provide monthly data for the NHS database submission.
- Follow GDPR and confidentiality procedures

Professional Responsibilities

- Prepare for and attend regular clinical supervision
- Participate in team meetings and reflective practice
- Maintain professional registration (BACP, UKCP, NCPS or equivalent)
- Work within organisational policies and procedures
- Maintain ongoing CPD and professional development
- Promote equality of opportunity and inclusive practice in the workplace and in our services
- Comply with the Kapella principles, aims, objectives and standards at all times.
- Be aware of and comply with Kapella's health and safety policy, including risk assessments

PERSON SPECIFICATION

Essential

- Recognised counselling qualification (Level 4 Diploma or equivalent)
- Registered member of BACP, UKCP, NCPS or equivalent body
- At least one year's post qualifying experience working with children and young people
- Understanding of the issues that affect children and young people's mental health and wellbeing
- Able to manage a caseload
- Good understanding of safeguarding and risk management
- Understanding of trauma-informed and inclusive practice
- Ability to adapt therapeutic approaches to need individual client needs
- Able to work independently and as part of a team
- Comfortable working flexibly in community settings and online
- Good admin and IT skills and confident using systems/databases

Skills and Attributes

- Good communication and relationship-building skills
- Able to maintain professional boundaries and manage confidentiality
- Organised and reliable
- Flexible and adaptable
- Able to work collaboratively with colleagues and partners
- Commitment to inclusive service delivery and work practices

Desirable

- Experience working within community-based or outreach settings
- Familiarity with local CYP mental health and support services.
- Experience of supporting service promotion activities

This post is subject to an enhanced DBS check and a 3-month probationary period.

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