

Job Description

Department:	Family Support Team
Job Title:	Children & Young People's Counsellor
Reports to:	Counselling Services Team Leader
Base:	Beechwood Cancer Care Centre
Salary Scale:	£24,313 - £26,317 pro rata
Hours:	12.5 or 18.75 per week <i>This is an 18-month post with the possibility of it continuing beyond that period</i>
Holiday Entitlements:	33 days pro rata

This post is subject to the Disclosure and Barring Service (DBS) check at an enhanced level.

About the Charity

Beechwood is a Charity based in Stockport, established in 1990 to support people from across the North West affected by cancer or other life-limiting illness such as, but not limited to, COPD and heart disease and neurological diseases like Motor Neurone Disease and Parkinson's Disease.

Our team of professionals are available to help with the shock of diagnosis and the emotional effects of treatment, complemented by a wide variety of practical support – not only for the person directly affected but family and friends too.

The Charity's services are free of charge at point of need, and we offer a package of support tailored to suit the individual, including one-to-one counselling, clinical hypnotherapy, Mindfulness, complementary therapies, support groups, diet, exercise or simply a coffee and a chat.

We also:

- Help children come to terms with the illness or loss of a parent or family member
- Help carers cope with the difficulties and uncertainty that the illness of a loved one can bring
- Support clients who are ready to move on, exploring on-going support options
- Provide guidance and support to those ready to return to work
- Provide one-to-one support, facilitated groups and peer support groups to help the bereaved

Our Behaviours

Communicating with Impact

- Communicates clearly and checks others have understood
- Listens to others' views, seeks clarification where needed

Delivering Outcomes

- Plans own work and prioritises to meet goals
- Communicates and collaborates with others
- Reliable and practical using own initiative
- Meets deadlines within agreed timelines and standards

Honesty and Integrity

- Speaks positively about Beechwood and the Charity's work – both verbally, written and on social media platforms
- Treats all others fairly, consistently and with respect
- Promotes and embraces equality and diversity

Resilience

- Responds positively to change and encourages others to do so
- Flexible and adaptable to changing needs and responsibilities within Beechwood

Empowerment, Engagement and Participation

- Supports the Charity and colleagues to achieve its objectives
- Accepts responsibility and accountability for own role and team

Purpose of Job

As a Children & Young People's Counsellor you will be joining our busy Family Support Team. Broadly, the role will encompass the following:

- To deliver one-to-one counselling with children and young people 4 -18 years (or occasionally beyond 18 where relevant and appropriate)
- To provide counselling interventions to support young people affected by cancer, life-limiting illness or death, often of a parent
- To identify the best approach and intervention, using a range of counselling modalities to suit each individual child (avoiding a 'one size fits all' approach)
- To confidently incorporate play therapy into sessions

Key Duties and Responsibilities

- Provide one-to-one counselling for children and young people aged 4-18 years, including continual risk assessment and risk management
- Communicate effectively and professionally and maintain excellent working relationships with key contacts in the health profession and statutory services
- Ability to assess clients/families presenting with a range of difficulties, referring on to more specialist services, where appropriate
- To work to recognised UK professional ethical framework/s
- Prepare for and attend monthly individual and occasional group clinical supervision
- Prepare for and attend regular case and line management meetings
- Ability to review the effectiveness of interventions, using qualitative and quantitative measures
- To complete appropriate paperwork with and on behalf of young people including measurable outcomes and 'distanced travelled'
- Record client progress applying recognised note taking procedures
- Ensure confidentiality and ensure all records and files are kept up to date and securely stored, whether hard copy or electronic
- Ensure safeguarding procedures are followed in the event of any safeguarding concerns that require external discussion and/or escalation
- Complete evaluation reports, outcome templates, case studies and end of intervention reviews
- Assisting with the planning of, and participating in the facilitation of, Beechwood Family Evenings, support groups and workshops (often outside usual working hours)
- Attending sessions off-site e.g., at a school when necessary
- Perform any other duties within the scope of the role profile and in line with the Charity's purpose

Person Specification

	Essential	Desirable
Qualifications and Experience		
Fully qualified counsellor (minimum level 4), registered with a recognised UK professional body	✓	
A minimum of 2-years' post qualifying experience working therapeutically with children and young people	✓	
Experience of working with parents and families		✓
Post-qualification specialist training to work with young people	✓	
Experience of managing complex emotional issues in response to trauma, illness or bereavement	✓	
An understanding of the developmental stages of adolescence	✓	

Experience of services working with vulnerable children and young people	✓	
Experience of managing incidents, risk and/or safeguarding	✓	
Experience of delivering groups and workshops		✓
Experience of, or qualification in Play Therapy techniques		✓
Experience of, or qualification in, Forest School delivery		✓
Additional knowledge or qualification in other counselling modalities e.g., CBT, Systemic Family Therapy, Filial Therapy etc		✓
Knowledge and Skills		
To work collaboratively within a multidisciplinary team	✓	
An understanding of confidentiality, consent, information sharing, including GDPR	✓	
Excellent communication and written skills and a commitment to accurate and confidential record keeping	✓	
Ability to interact effectively with clients, colleagues and other professionals whilst retaining clear boundaries	✓	
Ability to work to all the policies, procedures and standards of the service and joint working arrangements with statutory and voluntary sector partners	✓	
Demonstrable knowledge and understanding of the challenges of life-limiting illness for children, young people and their families	✓	
Knowledge and skills of engagement, motivational, and behaviour change approaches	✓	
Ability to use supervision effectively	✓	
A good understanding of personal limitations, ability to identify when to seek advice and support, and deal with issues in a professional manner	✓	
Information Technology		
Proficient in Microsoft Word, use of email, Outlook, Excel and PowerPoint	✓	
Proficient in maintaining client records that are in accordance with guidelines and withstand scrutiny	✓	
General		
Adhere to all Charity regulations and guidelines	✓	
Ability to lead by example and work for the greater purpose of the Charity	✓	

Equal Opportunities Statement

We acknowledge the unique contribution that all Beechwood employees and clients can bring to our organisation in terms of their culture, race, gender, sexual orientation, gender reassignment, marital status, nationality, age, religion or belief, disability, or history of mental health.

Safeguarding

Beechwood is committed to safeguarding and protecting the welfare of vulnerable adults, children and young people; as such, all staff and volunteers must share this commitment and undertake safeguarding training relative to the role.

Disclosure & Barring

A satisfactory check will need to be received prior to commencement of employment and for some roles, an enhanced check.

Mental Capacity Act (MCA) and Deprivation of Liberty Safeguards (DoLS)

Given the nature of this role, the post-holder must have awareness of MCA and DoLS.

General

All employees are expected to be competent with the use of technology and information systems and understand their duties and responsibilities regarding the appropriate use of personal data including sensitive personal data (relative to role).

All appointments and promotions are based on merit and no job applicant or employee will be treated unfairly or discriminated against.

This role description is a guide and is not exhaustive. As such, it will be reviewed periodically to ensure it continues to meet the needs of the organisation.