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| **Job Title:** | **CYP Counsellor** |
| **Date:** | **Ongoing** |
| **Department:** | **Support Services** |
| **Line Manager:** | CYP Manager |
| **Grade/Pay Scale** | £20 per hour |
| **Location:** | The Haven Wolverhampton – Refuge & Community |
| **Status:** | **Varied hours dependant on requirement** |

# Job Purpose

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| To deliver counselling sessions to support children and young people, whose lives have been devastated by domestic violence ages 5+.  To work in line with The Haven Work Plan and Funder outcomes to ensure CYP experience improved emotional and behavioural wellbeing throughout the course of the client’s individual journeys.  To use monitoring tools to measure the women’s and journey and track differences made in line with project outcomes and to keep a client record alongside data that ensures progress and recognises key areas where support is required |
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# Scope of Job – main tasks, duties and responsibilities

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| * Prioritise safeguarding of CYP, manage risks, complete MARFs and contact MASH for additional support as required. * Ensure knowledge and understanding of Safeguarding Children, completing referrals, raising concern where necessary. * Completing initial sessions with women and decide on adequate intervention required that would benefit individual clients * To conduct talking therapeutic sessions with woman, combining different styles of psychology and psychotherapy in accordance with the needs of each individual * To be aware of and able to recognise cultural, traditional and religious expectations, effects and the repercussions. * Knowledge and understanding of domestic abuse, honour based abuse, FGM, forced marriage, coercive control. * Collaborate with other professionals, learn from them and share ideas proven techniques that have proven successful * Utilise a variety of modalities, adaptable to suit the client’s needs * To have an additional language will be an advantage * To have knowledge of different interventions to use where age appropriate due to each child. * To have knowledge of and or be open to learning about immigration, the process, the experience and legalities involved as well as the limitations on an individual without UK Status * To have knowledge of and/or experience in addictions, sexual violence, all areas of domestic abuse, trauma, childhood abuse, historical issues effect on present day.   **Monitoring and Evaluation**   * You will record and capture outcomes on our internal database to ensure that keyworkers are aware of how the service user is progressing throughout their counselling and monitor risk rates * CYP use My Star and the SDQ to track behavioural and emotional development. * You will be asked to complete a case study every month. |

# Special Conditions (if applicable e.g. unsociable hours, extensive travel etc.)

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| * Able to work unsociable hours on occasions if required to undertake internal Haven activities or external continued professional development activities. * Access to your own vehicle is preferable. |

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| **Signed** |  | | |
| **Print Name** |  | **Date:** |  |

**PERSON SPECIFICATION**

The Person specification provides a list of essential and desirable criteria which a candidate should possess to be able to perform the job. Each of the criteria listed below will be measured through one or a combination of the following: A = Application form/CV; I = Interview; D = Documentation; R = References and T = Test.

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| **Job Title:** | CYP Counsellor | **Job Purpose: To provide a supportive and effective counselling service to clients**  A professional approach to counselling supporting clients to cater for their individual needs.  To recognise cultural, religious, and traditional norms and values within BAME lives and be able to support appropriately with that in mind.  To consider aspects of their life including historical experiences, childhood trauma, abuse, addictions etc  To be aware of and savvy to different religions, expectations, and accountabilities  To be able to assist and counsel clients in an 12 session rota that leaves them feeling able to develop and utilise what they have learned in their lives going forward |
| **Date:** | Ongoing |

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| **factors** | **essential** | **DESIRABLE** | **HOW IDENTIFIED** |
| Experience | * To be a minimum level 5 counselling qualification. * To demonstrate the ability to effectively managing own case load and ensuring a thorough record is maintained. * To demonstrate the ability to work successfully with clients in a counselling capacity. * To demonstrate the ability to recognise and correctly report safeguarding concerns. * To demonstrate the ability to recognise and effectively refer ethically * Experience of working with children in a therapeutic manner | * Experience of working in a residential setting. * Experience of working with survivors of domestic violence. * Experience of counselling client issues that leaves clients with severe depression and anxiety | A  D  I  R |
| Knowledge & Understanding | * Knowledge and understanding of the benefits of various types of counselling therapies for women and children (CBT, Person-Centred, Gestalt). * Knowledge and experience of current legislation relevant to this role. * Knowledge and experience of using counselling assessments to measure service provision. * Demonstrate sound knowledge and understanding of the use a distance travelled tool. * Demonstrate the ability to contribute to and progress individual assessment plans. * Understanding that children develop at different stages and have the ability to support children of different ages |  | A  I  R  T |
| Skills & Abilities | * Excellent communication skills including listening, questioning, and assessing in line with counselling requirements. * Ability to work as part of a team and on own initiative. * Possess an organised approach to all tasks with administrative skills e.g. ability to use IT DATA systems * Demonstrate the ability to respond appropriately and effectively when faced with difficult situations. * Ability to prioritise urgent matters and ensure they are dealt with effectively, including safeguarding and ethical referrals | * The ability to speak one or more of the community languages of Wolverhampton. | A  I  R |