

Lead Clinician/Clinical Co-ordinator

35 hours per week, £32,000.

Fixed term to March 2023 initially



Job description

Summary

RASASCNW is established to provide specialist counselling and support services to anyone in North Wales who has experienced any form of sexual violence. Its purpose is to provide a confidential listening service, counselling, information and support service; to advance the education of the public in the subject of rape and sexual abuse and their effects be they physical, medical, psychological or social.

Due to the increasing demand for our services, we are looking to appoint an experienced Lead Clinician to be one of the designated safeguarding leads for the organisation and provide clinical support, training and guidance to our team of counsellors, supervisors and support workers.

This role will help us continue to provide safe, ethical and timely services for all our clients, by working closely with our counsellors, staff and support workers in one-to-one, group and ad hoc meetings. This role will also be responsible for monitoring and applying internal governance policies and procedures, undertaking regular caseload audits and providing training and guidance, where necessary, for staff, partners, commissioners and referring agencies. This role will support the recruitment, management, supervision and development of counsellors, supervisors and support workers. The successful candidate will also work alongside the Operations Manager to provide first contact support to clients and contribute to the successful running of back office functions.

Recent sectoral changes and developments from public sector funders have resulted in increased demands on the organisation to work with external partners and stakeholders. This is expected to continue for the next few years and RASASCNW needs further capacity to meet this need. The Lead Clinician will be expected to represent RASASCNW at external partnership and stakeholders meetings and training events. The Lead Clinician will report directly to the Chief Executive and will work alongside the RASASCNW team.

We are the only specialist provider in North Wales providing counselling and support to all survivors of sexual violence of all ages and gender, whether they were subjected to violence recently or in the past, whether as an adult or a child. We value hard working individuals who are committed to providing excellent services for survivors of sexual abuse.

Duties and Responsibilities

Safeguarding

- To act as designated lead in this area, contributing to policy and procedure to ensure the highest standards are adhered to across all areas of work carried out by RASASCNW

Work with survivors

- To when required provide one to one counselling and group work for survivors of sexual violence in line with professional and ethical guidelines when requested by the Chief Executive
- To provide an inclusive service that recognises the importance of equality, diversity and respect

Supervision

- To oversee all counselling work delivered by RASASCNW and to ensure that the work is delivered in accordance within BACP guidelines and in accordance with RASASCNW Policies and Procedures.
- To support and monitor the work of external clinical supervisors working on behalf of RASASCNW, and to facilitate regular meetings.
- To attend clinical supervision as required by the BACP.
- To provide in-house support and supervision to counsellors and support workers

Management

- To offer advice and consultancy to counsellors, support workers, and staff team as appropriate.
- To recruit and select counsellors in collaboration with the Chief Executive
- To work collaboratively with the team to source, deliver and/or facilitate appropriate training and development opportunities for counsellors, support workers and others as appropriate.
- To contribute to the agreement of appropriate methods for qualitative evaluation of the counselling service in collaboration with the Chief Executive.
- To contribute to the collection and collation of quantitative and qualitative data on outcomes of services provided using a variety of tools
- To contribute to and report on clinical targets as required by funders, to monitor performance and provide variance analysis.
- To contribute to the design and delivery of training to partners and other external agencies.
- To contribute to the development and review of policies.
- To work in collaboration with the Chief Executive and Operations Manager to ensure that appropriate systems are in place to ensure that clients and client related matters are dealt with safely, respectfully, appropriately and efficiently, and without avoidable delay.
- To work with the Chief Executive and Trustees to represent RASASCNW at agreed external conferences and meetings.
- To ensure there are safe and welcoming spaces for the counselling service to be delivered from, including sourcing & negotiating with venues
- To be involved in regular reviews of the service, including reviewing targets and outcomes

- To represent RASASCNW with the media as required.
- To assist the Chief Executive to develop business cases for any service developments relating to the delivery of the work plan.

Clinical Practice

- To keep up to date with the latest clinical thinking and practice in the area of trauma, particularly in relation to survivors of sexual violence.
- To ensure that systems, processes and structures within the service support a culture of client focused excellence underpinned by a culture of shared learning, responsibility and accountability
- To encourage reflective practice and ongoing evaluation of the impact on the counsellor / therapist on the therapeutic process and ensure that information from this process informs supervision.
- To input into design and delivery of RASASCNW current and new activities.

Other duties

- To maintain appropriate relationships with key clinical partners.
- To be a member of the Management Team – working closely with the Chief Executive, Operations Manager and Trustees to contribute to the strategic direction of the organisation, to ensure that RASASCNW continues to be a centre for excellence.
- To encourage counsellors, support workers, and clients to give feedback to the organisation and to develop mechanisms for using the information to improve services.
- To comply with the Health and Safety at Work Act, and taking reasonable care of personal safety and that of other persons and resources whilst at work
- To attend and participate in regular training when required
- Any other duties as commensurate with the role and as agreed within time available to postholder

Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Experience and Knowledge	<ul style="list-style-type: none"> • At least 5 years' experience working as a counsellor in a range of professional settings (including at least one where services for survivors of sexual violence are offered), with clients who experience a range of common mental and 	<ul style="list-style-type: none"> • Experience of working in the voluntary, community and social enterprise sector (VCSE). • Knowledge and experience of working in the sexual violence sector in Wales 	Application and interview

	<ul style="list-style-type: none"> physical health problems. • Experience of managing and supervising individuals and teams. • Working as part of a team in a busy office environment including the ability to translate appropriate legislation into working policies and procedures. • Experience of providing training and education support to peer groups and stakeholders. • Experience of completing and maintaining appropriate confidential paperwork. • An understanding of the challenges faced by survivors of sexual violence • Experience of safeguarding vulnerable adults and children • Relevant and appropriate ongoing CPD, including current knowledge on safeguarding and risk processes 	<ul style="list-style-type: none"> • Experience and understanding of working with volunteers and sessional workers 	
<p>Qualifications, memberships and registrations</p>	<ul style="list-style-type: none"> • Recognised professional level qualification (Level 5 standard or above) in counselling psychotherapy or CBT. • Member of a relevant professional therapeutic body i.e. 	<ul style="list-style-type: none"> • Adult training qualification • Group work facilitation qualification • Post diploma experience and qualifications in counselling 	<p>Application and interview</p>

	<p>BACP, BABCP, UKCP, BPS.</p> <ul style="list-style-type: none"> • This post requires an enhanced DBS disclosure and registration with the Independent Safeguarding 	<p>specialisms, such as Trauma Counselling</p> <ul style="list-style-type: none"> • Qualification in providing therapy to children 	
Aptitude, attitude & abilities	<ul style="list-style-type: none"> • Excellent written and verbal communications skills (including writing clear reports and letters to clients/referrers). • Ability to work in an efficient, equitable and consistent way with all clients. • Able to communicate effectively with clinical and managerial staff at all levels and external agencies. • Ability to manage and prioritise a busy work schedule working flexibly where necessary in an unsupervised and peripatetic style • Excellent IT skills • Able to command the respect of colleagues and develop effective working relationships • Ability to communicate stories and key messages in a coherent way to a wide range of audiences • Has a full UK driving licence, use of a car and is happy to travel widely across Wales and the UK by car and public transport • An empathic attitude 	<ul style="list-style-type: none"> • Excellent written and verbal communications skills in both Welsh and English • Ability to provide services in a variety of settings. 	Application and Interview

	<ul style="list-style-type: none"> • Willingness to attend professional training as and when required • Can deal with potentially distressing situations and challenging behaviours in a careful and calm manner demonstrating excellent emotional resilience • Self-motivated • Desire and openness to learn and develop within the role • Willingness to work outside normal working hours (e.g. evening and/or weekend work). 		
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Remuneration and benefits

The salary will be £32,000 per annum. This is a fixed term contract funded until April 2023 with potential option to extend.

Other benefits include:

Annual leave of 28 days per year (pro rata) plus bank holidays

Working Environment

This is a full time post at 35 hours per week. These hours could be worked flexibly by agreement with the Chief Executive. The main place of work for this role will be at the RASASCNW office in Bangor, however some work across North Wales, Wales and the UK will be necessary.

Disclaimer

The preceding description is not designed to be a complete list of all duties and responsibilities required of the Lead Clinician