



### Child & Young Person Counsellor Person Specification

Factor	Essential (E) or Desirable (D)
<p><b>Qualifications</b></p> <p>Qualified Counsellor to at least diploma level (Minimum of 250 hours experience of counselling C&amp;YP).</p> <p>Training delivery qualified e.g. PTLLS (or equivalent).</p>	<p>E</p> <p>D</p>
<p><b>Experience</b></p> <p>Experience of working with C&amp;YP.</p> <p>Experience of counselling and therapeutic support in localities, schools and communities etc.</p> <p>Experience in project coordination, and working in localities/communities/C&amp;YP settings.</p> <p>Knowledge and experience of developing and maintaining self-support peer mentoring groups.</p> <p>Experience of appropriate liaison and networking with other professionals.</p>	<p>E</p> <p>E</p> <p>D</p> <p>D</p> <p>D</p>
<p><b>Knowledge</b></p> <p>Excellent working knowledge of statutory initiatives, ethical practice, and legislation that impact on C&amp;YP such as, Every Child Matters and the Children Act (2004) and Working together to Safeguard Children (2013) etc.</p> <p>Knowledge of theory of self-harm and mental health disorders and its impact on C&amp;YP.</p> <p>Working knowledge of MS Word, PowerPoint &amp; Excel.</p>	<p>E</p> <p>D</p> <p>E</p>

<p><b>Skills &amp; Abilities</b></p> <p>Ability to produce Powerpoint presentations, workshops and develop training programmes suitable for audience needs and ability.</p> <p>Ability to provide support and train volunteer counsellors who wish to participate in the project.</p> <p>Ability to work within and adhere to Project outcomes, milestone and timescales.</p> <p>Good administration skills including the ability to write reports, and deliver them accurately and on-time.</p>	<p>E</p> <p>E</p> <p>E</p> <p>D</p>
<p><b>Personal Qualities</b></p> <p>Excellent communicator (verbal and written).</p> <p>Good ambassador and able to promote TDS aims and objectives.</p> <p>Professional attitude and conduct.</p> <p>Flexible working to meet the needs of C&amp;YP and their families, stakeholders and Underwood West Academy.</p> <p>Open to change and new challenges, adaptable, and prepared to explore new ways of working.</p> <p>Traveling will be required.</p>	<p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>D</p> <p>E</p>
<p><b>Motivation</b></p> <p>Able to work on own initiative and to use effectively.</p>	<p>E</p>
<p><b>Team Working</b></p> <p>Good team player.</p> <p>Able to identify and gather required statistics and to communicate these effectively to Management.</p>	<p>E</p> <p>E</p>
<p><b>Professional</b></p> <p>Individual membership of BACP or other professional body.</p> <p>Work within the BACP Ethical Framework of Good Practice (2010).</p> <p>Personal Continuous Professional Development (CPD).</p>	<p>E</p> <p>E</p> <p>E</p>

<b>Other</b>	
Clean Disclosure and Barring (DBS) check.	E
Valid driving licence, own a car and ability to travel to deliver training courses.	E

**Note: This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the school. The post-holder will be expected to participate in this process and the school would aim to reach agreement on any changes**