**JOB DESCRIPTION**

**POST : Young Persons’ Counsellor (Full-time/Job Share)**

**RESPONSIBLE TO :** Manager

**Purpose of Job**

Granton Youth is looking to recruit a counsellor to work with young people who are experiencing emotional difficulties. You will work as part of GY counselling service to offer young people guidance and support through talking therapy to help them gain a clearer understanding of themselves and ways of coping with their emotions and stresses in their lives. The job involves working, within a school setting, with young people who are experiencing personal issues, to enable them to deal with their problems and to make appropriate changes to their life. The ideal candidate will have experience of working with young people, either within a counselling or youthwork environment. Advanced listening skills, strong verbal and written communication skills are a must, along with a willingness to coordinate/liaise with internal staff and external agencies who may identify or refer potential clients.

**Responsibilities and duties**

* Evaluate needs and create a plan in conjunction with client
* Support clients with the resources needed, therapeutic or otherwise, to reach personal goals and overcome difficulties
* Monitor client progress and adjust their support/therapeutic approach as required
* Regularly review client progress and be prepared to refer on as and when required
* Monitor and evaluate counselling provision whilst maintaining confidentiality
* Coordinate with other healthcare providers, agencies and community resources in order to create a treatment plan
* Adhere to the BACP ethical framework

**Educational/Vocational Qualifications Required**

The postholder must have experience of working with young people in a counselling, youthwork, or other similar setting and a minimum of HNC Counselling.

The postholder must have:

* Excellent communication skills
* Ability to empathise with clients
* Ability to use internal and external resources as part of a client treatment plan
* Occasionally support young clients with external meetings/commitments
* Experience of writing assessments and reports to monitor client progress
* Acceptance
* Empathy
* Problem-Solving Skills
* Rapport-Building Skills
* Flexibility
* Self-Awareness
* Maintain appropriate client/counsellor boundaries
* Receive regular clinical supervision – sponsored by GY

**Major Tasks/Job Activites**

* To work as part of a staff team in the identifying and supporting young people who are experiencing difficulties
* To support and motivate young people to participate in therapy - with the young person being central to the decision-making processes.
* To provide a safe, secure and supportive environment for young people.
* To undertake all appropriate duties as requested by manager.
* To complete regular monitoring and evaluation reports for counselling service.
* To ensure the delivery of service adhere to GY policies e.g. Health & Safety, Child Protection and Confidentiality as well as BACP ethical framework.
* To participate in relevant training opportunities.
* To manage appropriate resources.

**Decisions made in course of job**

Decisions taken will include those related to the following:

* Therapeutic approach and associated skills
* Monitoring and evaluation
* Recruitment of clients
* Referral to other agencies/support as required
* Implementation of GY policies and best practice
* Client referral/signposting

**Supervision** **Received**

The postholder will be supported and supervised by the manager. The postholder will receive regular clinical supervision, paid for by GY.

**Complexity**

The post will involve working with young clients, often distressed, which requires skills to engage well with young people, at their level. Young people self-referring or being identified to take part in counselling may have issues around confidence and communication meaning the postholder will be required to have excellent communication skills in order to support their progress and enable them to engage/communicate. The post holder will be responsible for developing innovative methods of engaging with marginalised and isolated young people.

The postholder will be expected to liaise and recruit from a variety of agencies and partners including, schools, colleges, youth work agencies and other local agencies and organisations as required.