

## **Outreach Counsellor**

**17.5 hours per week. Salary £29,635 pro rata**

**Evening and late afternoon availability required on Mondays, Tuesdays and Thursdays**

**Reports to: Manager**

### **Job Overview**

Safe Space supports adult survivors of childhood sexual abuse through one-to-one counselling, group-work, a young peoples' service and an outreach service. The post delivers up to 10 hours of face-to-face counselling in various locations across Fife.

There may be occasional weekend and evening work involved for which time off in lieu will be granted as appropriate. The holiday entitlement will be 5.6 weeks pro rata plus 9 public holidays pro rata. There are staff meetings plus internal and external supervision

This post is a 3-year fixed term contract.

### **RESPONSIBILITIES AND DUTIES:**

- Providing up to 10 hours trauma counselling per week
- Working collaboratively with remote location and Safe Space staff.
- Ensuring monitoring and evaluation processes are implemented.
- Preparing statistics as required for reports.
- Participating in staff meetings, group supervision and counsellor's meetings.
- Ensuring Continual Professional Development training is kept up to date.
- Facilitating occasional training for volunteers.
- Ensuring all paperwork is up to date and stored confidentially.
- Adherence to Safe Space policies and procedures.

### **PERSON SPECIFICATION:**

#### **Essential**

- Minimum of 3 years post-qualifying counselling experience.
- Extensive knowledge and experience of trauma and working with adult survivors.
- Ability to establish effective working relationships with other professionals.
- Ability to work in a diverse team.
- Valid UK driving licence and use of own car.
- Clear understanding of confidentiality and boundaries.

#### **Desirable**

- Experience of working in an outreach setting.
- Experience of working within the voluntary sector.

**Closing date for applications: Friday 30<sup>th</sup> August at 5pm.**

