



Women's Counselling and Therapy Service is an award-winning organisation working with disadvantaged and marginalised girls and women.

Counsellor / Psychotherapist – Two posts

Salary £27,262- £32,792 (pro rata) depending on skills and experience
plus 5% employer pension contribution.

*Higher salary may be available for an exceptional candidate with further training and or
experience*

21 / 24.5 / 28 hours per week (Negotiable to include Wednesday morning, Monday and
/ or Friday and one evening to 7pm)

Based at Portland Street, Leeds LS1 3DR, and working from communities venues in Leeds.

Posts 1: General Service

The successful candidate will have experience of working with the consequences of sexual harassment, violence and abuse. Work with girls and young women and or women from minority communities would be an advantage as would experience of providing psycho educational groups on trauma stabilisation.

Post 2: Perinatal Mental Health Service

The successful candidate will ideally have experience of working with pregnant women and mothers with babies.

All posts offer the opportunity to work with women in a range of contracts (six months to two years). Applications are invited from female counsellors or psychotherapists with full BACP Accreditation / UKCP Registration (or equivalent) OR those eligible for Accreditation with at least 500 post qualifying hours.

Applications are invited from a broad spectrum of women (Genuine Occupational Qualifications apply under the Equality Act 2010). Posts are subject to DBS checks.

We are an equal opportunities employer and all applications are considered on merit. However, applicants from women from Black, Asian and minority ethnic communities are particularly welcomed as this group is under represented in our staff team

For an informal discussion about General Service post contact Kathy Engler; for Perinatal post contact Mags Shevlin: both on 0113 245 5725

Application packs may be downloaded from www.womenstherapyleeds.org.uk

Or by an email request to info@womenstherapyleeds.org.uk

Planned closing date for applications: Friday 9 September 2021. We reserve the right to close the vacancy when we are in receipt of sufficient applications. If you are keen, we encourage you to apply as soon as practically possible.

WCTS provides long term individual and group therapy for Leeds women on a low income with long-standing moderate to severe mental health needs. We provide a general service together with a range of further specialised projects working with mothers, girls, isolated communities and community leaders, and work in partnership with others.



Charity No: 1145377 Company No: 78045

JOB DESCRIPTION

Job Title:	Counsellor / Psychotherapist
Reporting to:	Services Manager
Qualifications:	Qualified to Diploma level BACP accredited / UKCP registered (or eligible)
Hours of work:	21-28 hours per week (negotiable, to include Wednesday morning, Monday and/or Friday, and one evening to 7pm)
Salary:	£27,262- £32,792 depending on skills and experience (pro rata) plus 5% employer pension.
Holidays:	25 days pro rata

Purposes of the post

- To provide a counselling and therapy service for women
- To contribute to the administration, monitoring, evaluation and development of the service

Key duties and responsibilities

1. To accept, process and triage referrals
2. To assess potential clients, and signpost on to other agencies where appropriate
3. To hold a clinical caseload as appropriate to training and experience (for example individual, group counselling, psycho educational courses)
4. To establish and maintain effective links with other agencies and promote the range of services offered by WCTS
5. To participate in clinical supervision
6. To contribute to clinical discussions including debriefing sessions
7. To actively contribute to the development and practice of a coherent, supportive, effective learning team
8. To adhere to your professional body's code of ethics (UKCP, BACP, etc.) including maintaining accreditation or registration



9. To attend and actively participate in line management meetings, annual appraisals, weekly and quarterly team meetings etc as required
10. To maintain clinical and monitoring records – accurately and promptly
11. To produce content for periodic reports including output and outcome data, case studies, analysis and an evaluation of the impact of your work
12. To contribute to the ongoing development of WCTS
13. To maintain good communication with colleagues within WCTS, partner organisations and referring agencies
14. To value diversity. To actively promote and ensure good equal opportunities practice at all times and work in an anti-oppressive manner.
15. To work within BACP Ethical Framework and WCTS clinical guidelines, and comply with all policies and procedures
16. To undertake other duties appropriate to the post as required by WCTS

This role is evolving as WCTS expands. The job description will be regularly reviewed.



**PERSON SPECIFICATION
Psychotherapist / Counsellor**

Essential requirements indicate the minimum requirements for the post. *Desirable requirements* are additional attributes which would enable the applicant to do the job more effectively, and will be used to distinguish between acceptable candidates meeting minimum requirements.

Training and Expertise	<i>Essential</i>	<i>Desirable</i>
Relevant nationally recognised qualification to Diploma or above, or equivalent (e.g. counselling, psychotherapy)	✓	
BACP accreditation, UKCP registration (or equivalent) or eligible with at least 500 hours post qualification	✓	
Specialist training e.g. Group Work, Parent – Infant Psychotherapy, EMDR etc		✓
Experience		
Holistic assessment for therapy including risk assessment	✓	
Use of clinical supervision appropriately	✓	
Working with a diverse client group	✓	
Working with women: with experience of sexual violence, and or who are pregnant; have a baby; have experienced pregnancy/infant loss, and or in groups	✓	
Liaison with other mental health services		✓
Skills		
A non-judgemental woman centred holistic approach to clients	✓	
A calm and thoughtful approach to issues of clinical risk and safeguarding	✓	
Able to recognise and monitor own responses and not let them impinge on clients and or colleagues	✓	
An understanding of the limits of your capabilities and of what WCTS can offer within the constraints of the service	✓	
Strong written and verbal communication skills including the ability to contribute to clinical discussion and planning	✓	
Good administration, record keeping and ICT skills; ability to use monitoring data base systems	✓	
Fluent in languages other than English		✓
Behavioural & Other Job-related Characteristics		
Flexible and creative approach to meeting psychotherapeutic needs	✓	
Commitment to a woman-centred approach to services	✓	
Understanding of and commitment to equality, valuing diversity and anti discriminatory practice	✓	
Aware of duties and responsibilities within health and safety requirements		✓