

Job Description & Person Specification

Job Title:	Children & Young People Counsellor
Reporting to:	Chief Executive
Location:	[insert location]
Salary:	£22,000 - £27,000

The Person and the role

The Children and Young People's Counsellor's primary role is to provide high quality 1:1 counselling services to vulnerable children and young people. The aim is to enhance their mental health, social and emotional wellbeing. You will also provide support, guidance and advice to parents/carers of the young people.

This role will support the foundation's mission of enhancing the wellbeing and life opportunities of children and young people by providing bespoke, social and emotional counselling and support whilst working in partnership with local authorities, schools and like minded community organisations.

You will ensure the safeguarding and welfare of the children and young people at all times. This role requires a highly motivated individual with excellent communication skills, working effectively with the child and/or young person and all relevant stakeholders. A competent report writer is required to demonstrate the progress towards the agreed outcomes for each child and/or young person.

This role requires a certain degree of autonomy, therefore an organised approach that is child centred is needed. This role requires a mature and non-judgemental outlook who works with patience, tolerance and sensitivity.

This role will champion The Dare2Dream Foundation core values and will actively market the services the foundation provides to the children and young people it supports.

Accountabilities and Main responsibilities of the role

- To plan and deliver one to one intervention work with children and/or young people providing therapeutic support, counselling services and mentoring of vulnerable children and young people
- To ensure the safeguarding of and to promote the welfare of children that are participating in the programme
- To assess the need of the child and/or young person to deliver an appropriate bespoke delivery plan
- Develop strategies and positive changes for re-engagement throughout the programme and transition into suitable settings
- To liaise with relevant staff throughout the referral process
- To manage the induction process of new students into the programme
- To work closely with parents/carers in the delivery of direct services

Job Description & Person Specification

- To effectively communicate with all partnering organisations
- To ensure high quality delivery of services through regular reviews with all parties
- To manage the evaluation of the service provided, ensuring the achievement of the agreed outcomes requiring the completion of timely, detailed and concise reports effectively communicating and reflecting progress and attainment to desired outcomes.

Safeguarding

- To ensure that policies and procedures are complied with and to contribute to any necessary reviews as required
- To complete regular safeguarding training
- To follow reporting procedures to ensure the child's/young person's welfare is always paramount

Management and Development

- To ensure compliance with regulatory and Dare2Dream's policies and procedures with particular regard to Child Protection, Equal Opportunities and Health & Safety
- Take responsibility for personal professional development, keeping up to date with research and developments which may lead to improvements in counselling services.
- To ensure the appropriate behaviour and conduct of any volunteers / support staff, their provision of quality care and their development
- To contribute to staff and volunteer recruitment and training activities when required

Service Management

- To attend regular meetings with Dare2Dream management and provide regular reports to line manager, Head Teachers and local authority on the activity of provision
- To maintain records in keeping with Dare2Dream's Quality Assurance Policy
- To ensure that all records are kept confidentially
- To manage and keep accurate records of Dare2Dream's delivery and resources at the central venue

General

- To promote equal opportunities and an open approach in all areas, maintaining appropriate confidentiality at all times
- To undertake an annual, formal review of the service delivery model

The job description is a general outline of the job duties and responsibilities and may be amended as The Dare2Dream Foundation grows and the role develops. This post will consist of other duties that may well be reasonably required from time to time

Job related Experience, Qualifications and Skills

Job Description & Person Specification

Essential

- Post Graduate Diploma or relevant qualification in counselling or psychotherapy
- BACP Accreditation, UKCP registration or BPD
- Further therapeutic training or qualification in working with children and young people
- Experience of working in social, emotional and behavioural difficulties settings (SEBD)
- Demonstrate suitability to work with children and an understanding of working with children in need, including children in need of emotional and therapeutic support
- An understanding of the development, emotional, social and educational issues of children and young people
- An awareness of range of needs of people from diverse ethnic, cultural and social backgrounds
- Knowledge of local mental health and CAMHS Service
- Knowledge of the Children's Act and legislation pertaining to children and young people
- Excellent interpersonal and communication skills with the ability to confidently build and maintain relationships with all stakeholders
- The ability to manage referrals and maintain an accurate and confidential system of records within GDPR guidelines
- Excellent report writing skills – ensuring progress and key outcomes are demonstrated clearly and concisely
- A full clean driving licence with the ability to travel across the county and further if required
- A strong desire to support and enhance the lives of vulnerable children and young people with patience, tolerance and sensitivity

Desired

- Over 2 years' experience working with children and young people who are considered vulnerable and have complex needs

Additional Information

- Permanent full time role
- 37.5 hours per week, Monday to Friday
- 21 days' holiday plus bank holidays
- Stakeholder pension scheme
- Thorough induction and ongoing training, committing to continued professional development
- Friendly and supportive organisation
- Use of own car with business use required, travel expenses reimbursed

For more information, please see www.thedare2dreamfoundation.org.uk