

Bank Counsellor

Job Description

Role Overview

To deliver 1:1 counselling to Adults in-person or remotely (telephone or online using Microsoft Teams) using an open-ended or brief focused model accordingly on behalf of GCS.

Reporting to	Clinical Management Team
Located at	Stroud, Cheltenham, Gloucester, Cirencester, Tewkesbury or remotely
Remuneration*	£25 per hour plus holiday pay
Hours	Zero hours
Term	Casual Contract

Main Responsibilities

- Deliver 1:1 counselling to Adults in-person or remotely (telephone or online using Microsoft Teams) using an open-ended or brief focused model accordingly
- Submit availability to Clinical Management Team
- To maintain clear and compliant client records as part of GCS case management system and in accordance with GCS policies and procedures
- Communicate effectively with clients and the Clinical Management Team throughout the client journey
- Raise safeguarding or clinical risk issues with Supervisors and Clinical Service Managers in a timely manner
- Complete all processes related to being an employee of GCS including; annual leave forms, appraisal documentation and up to date personal records
- To ensure safeguarding procedures are followed in line with GCS policy and procedure, National & Local Safeguarding processes
- Attend appropriate Supervision for GCS Client work
- Undertake a review of Client's cases as part of the supervision process with visibility provided to the Clinical Management Team
- Adhere to GCS policies and procedures
- Adhere to the BACP Ethical Framework
- Attend training and development sessions when required, including compulsory training
- Support the values and strategic aims of the GCS

Supervision as a Bank Counsellor

- If your GCS clients are taken to an external supervisor GCS will require a signed three-way agreement with your external supervisor
- If you wish to join a GCS Supervision Group, you can do at a rate of £30 per 1.5 hour session. Only GCS clients can be bought to a GCS Supervision Group – you will be required to sign a Supervision Fee Agreement.

Person Specification

- Qualifications**
- Professional counselling qualification to diploma level and a good understanding of the psychodynamic approach
 - Accredited member of BACP, BPC, NCS Accredited Professional Registrant or equivalent professional body
 - Training in Time-limited work, trauma and online working
- Experience & Knowledge**
- 450+Supervised Client Hours
 - An understanding of the issue's clients face and a desire to help them reach their potential
 - A good understanding of the psychodynamic frame and adapting from Open Ended to Time Limited focus.
 - Understanding of different counselling approaches and their applicability
 - An understanding of the importance of money and negotiating client fee with regards to organisational need and balancing this with the clients need/circumstances.
- Skills Attitudes & Abilities**
- Ability to establish and maintain professional boundaries with Clients
 - Strong communication skills both written and verbal
 - Good IT skills, including completion of electronic forms and recording of data, Microsoft office 365 and Teams
 - Willingness to follow GCS policies and procedures and GCS aims and values
 - High level of commitment to counselling and personal integrity
 - Able to work unsocial hours primarily evenings as required
 - A flexible and adaptable attitude to the work
 - Commitment to CPD in line with GCS needs and requirements (e.g. specific trauma training, time-limited, online working)

***Remuneration** - You are paid for each client session – all other related activities outlined in the Job Description above are inclusive of this and not claimable in addition.

Attendance at GCS meetings is claimable at £12 per hour – this does not include meetings related to day-to-day activities with CSM's unless prior agreement has been made.