



## **VACANCY – ASSOCIATE COUNSELLOR**

Greenhead College in Huddersfield has a vacancy for an Associate Counsellor (qualified or in 2<sup>nd</sup> year of training or a 1<sup>st</sup> year with **significant, relevant** experience) for 1 academic year (a commitment to the end of one academic year is **essential**) to see a minimum of 3, with possibility of working up to 4 or 5 clients, term time only (Wednesday Thursday and Friday are available)

### **What we offer –**

An associate counselling placement is an unpaid placement for a qualified or trainee counsellor wishing to gain experience counselling young people aged 16-19 in a college setting.

An opportunity to gain experience of short and longer term work

Working with 3 (possibly working up to 5) clients

Reasonable supervision costs paid for 1.5hrs per month. (Your supervisor must be experienced in working with young people)

Free CPD training and attendance of local counsellors network group – relevant to this client group

Support from an experienced counsellor within a friendly, busy, small but well-established counselling service

### **If you are interested in applying-**

Please complete a standard college application form (attached). Also, in the supporting statement, please outline reasons for wanting a placement in a college, the number of face to face counselling practice hours you've had, an overview of your counselling experience and an explanation describing **how** you practice.

Please ensure you include details of 2 referees.

The day(s) and times you would be available for your placement

Selection will be by informal interview and short role-play. Sight of original qualifications and supervisors details will be required. A D.B.S. check will also be required (paid for by college)

**For further information or send your application to Marc Tomlinson, Lead Counsellor [mtomlinson@greenhead.ac.uk](mailto:mtomlinson@greenhead.ac.uk)**

### **Responsibilities**

- Associate counsellors will provide one to one counselling sessions for students (you won't be asked to see staff) on a pre-arranged appointment basis.
- Associate counsellors need to commit themselves to seeing 3-5 clients in one day/half day for the colleges full academic year (term time only). See below for details of time commitment.
- A commitment to the end of one academic year is **essential**.
- Maintain professional and confidential records
- Participate in regular meetings with the Lead Counsellor and have supervision with an agreed and experienced supervisor monthly for 1.5hrs.
- Ensure that all practice is in accordance with BACP Ethical Framework and any relevant sector specific guidelines and college policies.
- Any safeguarding concerns must be shared

### Person Specification

- To be qualified to Diploma level, in 2<sup>nd</sup> year of training or 1st year with ***significant, relevant*** experience
- To be a member of the BACP, student member, on register or working towards accreditation
- To be warm, genuine, empathic with an understanding of safe and ethical practice
- To have face to face counselling experience
- The ability to ask for support
- To demonstrate an understanding of the issues relevant to this client group
- Excellent communication skills
- Excellent time management (keeping boundaries)

### Overview of the college day timings and what time is available.

All associates will have the opportunity to meet with the Lead Counsellor most weeks after their 3 sessions – this will not be 'supervision'.

As we need associates who can offer a minimum of 3 sessions, due to the college timetable this means being here more than just 3 hours. For example: to see 3 students you'd be here from 8.30 to 12.45. This would include a break and a meeting with the Lead Counsellor at the end. Please consider how that would work for you and your other commitments.

<b>Wed &amp; Thur</b>	<b>Period 1</b>	<b>Period 2</b>		<b>Period 3</b>	<b>LUNCH</b>	<b>Period 4</b>	<b>Period 5</b>	
	8.45	9.55		11.25	12.35	1.35	2.45	

	available	available	<b>B R E A K</b>	available	30-45 min meet with Lead Counsellor  Or  available	Possibly available		
<b>Friday</b>	<b>Period 1</b> 8.45	<b>Period 2</b> 9.45		<b>Period 3</b> 11.05	<b>Period 4</b> 12.05	<b>LUNCH</b> 1.05	<b>Period 5</b> 1.55	<b>Period 6</b> 2.55
	available	available	<b>B R E A K</b>	available	30-45 min meet with Lead Counsellor  Or  available	Possibly available		

**Please note:** As some training courses do not require you to undertake a fitness to practice assessment before working with clients, you might be invited back for a second role-play. This is colleges way of ensuring that people who were successful in passing the first round of role-play and interview (and who I hope I can offer placements to), really are ready to work with vulnerable young people. **July 2022**

### **Information we give to students regarding Covid -19**

- All our rooms have hand sanitiser available and there is also a hand sanitiser in the waiting area.
- Windows will be open for good ventilation. This means it might also be a bit cold - so bring something warm to wear!
- Seating will be socially distanced (2 metres apart)
- You are welcome to wear a mask if you want to (the counsellors won't be wearing one but are happy to wear a clear visor, on request)
- If you, or anyone you live with, have any symptoms, please email and let us know so we can discuss alternative appointment options for you