



## Counselling Service Manager – job share

### Person Specification

**Key:** 'E' = essential; 'D' = desirable

#### Qualifications

1. A Qualification in Counselling, Psychotherapy, Clinical Psychology, Counselling Psychology, trauma-focussed CBT, EMDR or equivalent, at Diploma level or above (E)
2. A supervision qualification (D) (*SARSVL might consider providing support with completing a supervision qualification to the right candidate*)
3. BACP/UKCP individual accreditation (D)

#### Experience

4. Minimum of four years' post-qualifying counselling practice **or** equivalent relevant experience (e.g. experience of working in mental health services, a social care setting, supporting survivors of abuse etc.) (E)
5. Experience of assessing clients' suitability for counselling and wellbeing programmes (E)
6. Experience of managing clinical risk (E)
7. Experience of liaising and working jointly with relevant statutory and voluntary sector agencies to promote the continuity of support and overall wellbeing of clients (E)
8. Minimum two years' experience in a supervisory role (E)
9. Experience of co-ordinating or overseeing a service including safeguarding/clinical lead (D)
10. Experience of monitoring and evaluating a service(s) (D)
11. Experience of working with interpreters (D)
12. Experience of running therapeutic groups (D)
13. Experience of working within specialist women's sexual violence or violence against women and girls services on a paid or unpaid basis (D)
14. Experience of contributing to the development of a new or growing service (D)
15. Experience of working with children and young people in a counselling setting (D)

#### Knowledge

16. Understanding of and commitment to equity, anti-racism, inclusion and anti-discriminatory practice (E)
17. Knowledge and understanding of trauma and its impacts, and an up-to-date awareness of developing best practice and theory in the trauma field (E)



18. Knowledge and understanding of different kinds of sexual violence and abuse and their impacts (E)
19. Working knowledge and understanding of current child and adult safeguarding legislation and guidance (E)
20. Understanding and awareness of additional barriers and challenges that survivors marginalised and minoritised by society might face, including (but not limited to) Black and racially minoritised women and girls, Disabled and neurodiverse women and girls, Lesbians, Bi and Trans women and girls, older women and non-binary people (E)
21. Knowledge and understanding of the specific issues faced by survivors who have reported to the police and are engaged with the Criminal Justice System (D)
22. Understanding of current data protection guidelines and best practice (D)

### **Skills & Attributes**

23. Excellent communications and interpersonal skills (E)
24. Ability to manage own caseload (E)
25. Ability to maintain clear boundaries and confidential working practices (E)
26. Ability to manage a team effectively (E)
27. Enthusiasm for working as part of a diverse team, including volunteers and paid workers (E)
28. Excellent organisational and time-keeping skills (E)
29. Proficiency in use of Information & Communications Technology (ICT), including cloud-based databases (E)
30. Commitment to the vision, mission, aims and values of SARSVL (E)
31. Commitment to a feminist understanding of sexual violence and abuse (E)
32. Willingness to take up relevant training and development opportunities (E)
33. Ability to understand and work within budgets (D)

(end)