**JOB DESCRIPTION**

**Title:**  Senior Counsellor

**Reporting to:** USDT HLC Manager

**Hours per week**: 23 hours per week

**Location:** HLC

**Salary:** £26,822 pro rata

**Contract:** Fixed term until 31st March 2018 (subject to continuation of funding)

**Responsibilities:**

* To provide one to one counselling sessions to clients referred through the Healthy Living Centre
* To co-ordinate the operation of the Primary Talking Therapy Hub in West Belfast on behalf of the CWA including collating, monitoring and maintaining records of referrals on a monthly basis
* To deliver mental health preventative programmes in a community setting
* To line manage a small team of sessional counsellors
* To work professionally and ethically with clients on a contractual basis
* To comply with the monitoring and evaluation requirements of the project
* To attend regular team meetings and supervision sessions
* To attend clinical supervision monthly
* To contribute to the development and implementation of the Healthy Living Centre’s strategic plan
* To maintain records professionally, confidentially and appropriately
* To maintain a professional attitude at all times towards clients, staff and all those who are in contact with the service
* To adhere to the ethos and values of the Healthy Living Centre
* To represent the Healthy Living Centre at meetings and events when necessary.
* Any other duties as required

**Job Specification**

**Essential**

1. Recognised Diploma / degree in Counselling with 5 years post qualifying experience.
2. BACP Accreditation
3. Demonstrate sound working knowledge of professional ethics and boundaries
4. Understanding of working with mental health issues
5. Experience of working in a community setting and knowledge of the issues related to communities who have experienced high levels of trauma associated with the recent conflict
6. Experience of working in a community setting which reflects high levels of health inequalities and disadvantage
7. Experience of working with individuals deemed to be at risk of suicide or self harm and those bereaved through suicide
8. Experience of working with addiction issues
9. Experience of working within a community development context
10. Knowledge of working with individuals who present with common mental health issues, and Tier 2 interventions according to NICE guidelines
11. Knowledge of Primary Talking Therapy Hub contracts
12. Good communication skills, oral and written
13. Use of IT Skills (Word, Excel, Powerpoint)
14. Experience of delivering Mental Health prevention programmes
15. Clean driving licence and access to a car or ability to travel to meet the needs of the Healthy Living Centre.

**Desirable:**

1. CBT Level 5
2. Mental Health First Aid
3. ASIST