



All Saints Youth Project – (part of All Saints Community Projects)



Job Description

Job Title: Young People's Mental Health and Well Being Counsellor

Reports to: The Family Support Coordinator

Main Purpose and Scope of the Job: To deliver a range of mental health and well being support to individuals and groups. This includes young people and parents/ carers.

Full time: 36 hours days, evenings and times to be negotiated. 25 days annual leave (including bank holidays)

Duties and responsibilities:

Mental health and well being interventions for young people and parents/ carers

1. To develop and deliver a programme of mental health and well being interventions including counselling and other creative support for individuals and groups.
2. Elements of the support programme may require some delivery in schools, online via telephone.
3. Keep confidential notes and progress reports on young people and parent/carers.
4. Liaise/co-operate with schools and other referral agencies including safeguarding teams.
5. To work within our safe guarding policies and procedures including the reporting of any safeguarding concerns to the DSL (Family Support Coordinator).

Professional Matters

1. Work within accepted professional counselling guidelines – BACP/NCS/UKCP
2. Ensure you receive regular clinical supervision.
3. Meet targets as agreed with the Youth Management Committee/Board and Funding organisations.

ASYP Team & Values

1. Work within the All-Saints Statement of Values.
2. Work within the policies and procedures of the organisation.
3. Actively participate in team meetings, staff training, supervision and appraisal.
4. Provide reports to the Family Support Coordinator.
5. Contribute to the evaluation and review of All Saints Youth Project's activities.
6. Work co-operatively with staff and volunteers working in other parts of All Saints Youth Project and within All Saints Community Projects and on-site

Administration, Finance

1. To work alongside the Family Support Coordinator to manage the referral process effectively.
2. To provide regular reports for the Board and keep up to date records for monitoring purposes.
3. Support potential funding applications
4. To undertake any other duties which may be required.

Person Specification

	Essential	Desirable
Qualifications		
Diploma level 4 counselling qualification	/	
Post qualification certificate in counselling children and young people (or working toward)	/	
Membership of BACP/UKCP/NCS	/	
Additional training in working with children and young people		/
Accreditation by BACP (or equivalent)		/
Experience		
Counselling young people aged 11 to 19 (up to 25years with additional needs)	/	
Counselling adults	/	
Working with young people to support their mental health and well being	/	
Working as part of a team		/
Working within a community-based organisation		/
Knowledge		
Child and adolescent development	/	
Knowledge of activities, approaches and resources for supporting mental health and well being	/	
Understanding of young people with additional needs	/	
Relevant issues for young people	/	
Safeguarding	/	
Privacy and Confidentiality	/	
Effective counselling practice	/	
Evaluation methods		/
Referral agencies		/
Skills		
Good communication skills – written, verbal and non-verbal	/	
Creative approaches to mental health and well being	/	
Writing reports	/	
Managing own case load		/
Awareness of personal limitations and boundaries	/	
Planning and running group work	/	
Basic IT skills	/	
Qualities		
Non judgemental attitude to young people and their parents/ carers	/	
Self motivated	/	
Flexible and adaptable	/	
Friendly and approachable	/	
Reliable	/	
Good timekeeper	/	
Reflective	/	

***This job requires an enhanced DBS check**