**“Early Break is a young people and family charity that believes excellence at all points of delivery is a requirement. If you take pride in your work, are hardworking, want to be professionally challenged and are passionate to make a difference in the lives of others then our organisation could well suit you. We have a strong set of values determined by staff which we continuously work towards. It is our shared expectation our staff will be “professionally curious” both in their delivery and ongoing professional development.”**

**Vicky Maloney, CEO**

Role Outline

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| **Role Name** | Counsellor with focus on loss and bereavement  (fixed-term 12- months maternity cover) |
| **Key Focus/Role Purpose** | This is an exciting opportunity for an experienced counsellor to join our team in supporting children and young people in the Bury area.  Our well-established bereavement and loss service provides formal counselling to children and young people who typically will have experienced loss or bereavement in its many forms. Counsellors are expected to provide a range of theory and approach in supporting children, young people and their families, typically aged between 5 and 25 years of age. |
| Role Size | 1 x fixed-term 12 months maternity cover- FULL TIME ROLE AVAILABLE  Applicants interested in part-time hours are encouraged to apply. |
| Salary | EB Pay Spine 7-11 (currently under review) £26648-29959 |
| Minimum Qualifications | Relevant professional qualification e.g. Degree or Level 4 Counselling. Preferably accredited BACP practitioner and evidence of ongoing professional development to be demonstrated. |
| **Reports to** | Emotional health and wellbeing leadership team |

**Key Deliverables for the role:**

1. Seek out young people with emotional health and wellbeing needs and offer them appropriate assessment, consultation and counselling intervention
2. Working as part of a multi-disciplinary Emotional Health and Wellbeing team, supporting child and youth wellbeing and offering training and group work where appropriate.
3. To work within the BACP ethical framework and key principles
4. Support and encourage young people to take on board safety messages as regards risk taking behaviour and own vulnerability including self-injury, offending behaviour, CSE, CCE and other.
5. Prepare, plan and deliver education sessions and group work to young people in education settings or the community as per need.
6. Adhere to Early Break policies on Safeguarding including identification and referral, as well as participating in any subsequent action in relation to these.
7. Work with a range of partners in ensuring seamless access to support for children and young people.
8. Maintain and update levels of knowledge and understanding of issues relevant to young people’s lives through reading, eLearning and training offered by the BACP, Early Break and other agencies, as opportunities arise.
9. Ensure all necessary administration/sessional recordings are complete, including maintenance of Nebula database.
10. Contribute to monitoring and evaluation of the work of the role and the Service.
11. Implement Service Health and Safety Policy/Service Guidelines including risk assessments.
12. Attend relevant internal and external meetings supportive to the role.
13. Engage in professional development opportunities and training as required by the role.
14. Have an understanding of and the ability to maintain confidentiality.

**Key Knowledge, Skills and Experience**

* *Essential*: hold a relevant Level 4 or above counselling qualification relevant to work with children and young people
* *Desired:* experience of working with children and young people who have social, emotional and/or behavioural difficulties, anxiety and affective (mood) disorders, and experience in the delivery of specific therapeutic interventions.
* The ability and understanding to be a “fearless presence” in your work with clients and colleagues
* Skills and ability to engage and motivate young people
* Ability to work in an innovative, multi-disciplinary team with NHS and voluntary sector colleagues
* Previous experience of delivering outreach session in non-traditional settings
* Ability to provide training/information sessions
* Ability to network effectively with other workers from a range of services
* Experience and ability to review, record and report on work undertaken
* Well-developed interpersonal and relationship building skills, including the ability to form effective working relationships
* Excellent communication skills, both written and verbal, and including computer literacy and to be technology aware
* Well-developed organisational skills in managing deadlines, timetables, multi-tasking and setting priorities, taking responsibility for own time management
* Communicate effectively, in a style appropriate to audience
* Ability to write and interpret reports
* Good understanding of and the ability to communicate with others about, the Early Break philosophy and theoretical basis as an organisation and its underpinning values
* Experience of delivering targeted early intervention services and outreach

**Along with all Service workers you will, in the course of normal activities:**

* Contribute to the maintenance of an ethos in which all workers, clients and all in contact with Early Break are valued and shown respect.
* Ensure that Early Break is represented in a professional manner at all times.
* Assist in the development of new ideas and initiatives, where appropriate.
* Contribute to implementing a robust Equal Opportunity/Anti-Discriminatory practice framework for the Service.
* Take on Health and Safety responsibilities, as designated by the Chief Executive.

**Along with other Service workers you will, in the course of normal activities:**

* You will uphold our excellent service reputation through “living” our agreed service values
* Contribute to a culture of peer to peer challenge and support as well as the development of both individual and service “professional curiosity”
* Ensure that Early Break is represented in a professional manner at all times
* Represent the service at relevant meetings, as required and appropriate
* Be a creative force in Early Break by assisting in the development of new ideas and initiatives, where appropriate
* Engage in the Early Break Personal Development Plan framework that sets out training, line management and support network opportunities and the individual worker expectations contextual to the wider service business
* Ensure that all service Policies and Procedures are adhered to and contribute to reviews of Policies and Protocols where required
* Actively contribute to maintaining excellent standards as set out in the Early Break Clinical Governance Framework
* You will be a service “marketeer” delivering on our social media aspirations offering information about Early Break as opportunities arise, referencing the service offer with confidence.
* You will have an ability to offer training/presentation specific to your role
* Engage in the opportunities of ongoing reflective practice within service including Supervision, Buddy offer and Early Break Foundations course
* Undertake Health and Safety responsibilities, as is the case for every Service worker and as designated by the Chief Executive and Line Managers.
* Undertake any additional duties as directed by and negotiated with, the Senior Management Team

**Key Competencies and Qualities that will feature in your Personal Development Plan**

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| **Competency** | **Criteria** |
| **Personal Impact** | * Recognise the impact of own words, actions and personal presentation on others * Respects and appreciates individual and cultural differences * Acts with integrity and builds trust * Takes time to listen and consider views of others |
| **Commitment to Early Break Values** | * Presents a consistent and positive image of the business both internally and externally * Ensures personal behaviour upholds the image of the business |
| **Flexibility** | * Accepts that a role will be one of continuous change * Keen to develop new approaches in light of changing business circumstances * Accepts that the role is varied * Acts as a change agent to implement and seek acceptance of change |
| **Entrepreneurial Thinking** | * Open minded in considering new opportunities for business development * Challenges the status quo and applies “out of the box” thinking |
| **Self Development** | * Approaches feedback as suggestions for development rather than personal attacks * Develop the skills and insight to become a reflective practitioner in own area of expertise * Identifies new areas for learning and applies learning to improve business performance |
| **Developing Others** | * Helps others to evaluate their own performance through the Early Break consultancy model * Provides reflective and effective feedback to others |
| **Fearless Presence** | * Brave enough to take the lead on an approach even if that means standing alone to do so * Not afraid to voice opinion despite collective opposition * Will take a chance based on calculating the level of risk involved * Will be a challenging supportive voice for the “unheard” – be it client or colleague |