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**Job title: Clinical Supervisor**

**Responsible to**: Core Service Manager (CSM)

**Responsible for:** Counsellors (clinical supervision)

**Location**: Chester city centre (office base), flexible and home-working desirable, by

agreement.

**Salary:**  £32,609 - £35,143 pro rata Pay scale points 27 – 30

Equivalent hourly rate: £17 approx

**Hours:** 6 hours per week, including some evening and occasional weekend hours

**Annual Leave:** 25 days per year plus bank holidays pro rata

**Responsibilities**

* To arrange and deliver clinical supervision to counsellors at CSASS, through regular sessions on-line or face to face. To manage a caseload of supervisees.
* To develop a respectful, trusting and empowering relationship with counsellors enabling effective & productive supervision to take place.
* To monitor the emotional wellbeing and clinical work of the counsellors ensuring sustainability, clinical effectiveness and the safety of client and clinician.
* Offer occasional additional support and information to counsellors as appropriate.
* Caseload of up to 2 clients, if needed
* Maintain appropriate records following CSASS systems, and produce reports as needed
* To meet with CSM periodically, including advising of any concerns arising from clinical supervision and discuss/identify training requirements to support the developmental needs of counsellors
* To collect feedback from counsellors. To be aware of developments within CSASS and recommend how supervision practice might be adapted to respond to needs.
* To have awareness of the work of CSASS and the issues that affect our client group.
* To work with CSM and OM to facilitate or deliver training and induction to workers within CSASS as needed. Raise awareness of good practice and ensure policies and ethics are understood and followed by all counsellors.
* To keep abreast of current legislation regarding best practice and ethical issues according to BACP guidelines.
* With other CSASS workers, maintain a clean, safe working environment, provide regular office cover and act as a key holder
* To work within CSASS policy and practice
* To work flexibly and carry out other work up to a level commensurate with the responsibilities of the post, as required.

**Personal & Professional Development**

* Participate in regular reviews, and agree short, medium and long-term goals
* Identify learning and development needs with line manager
* Share best practice and achievements and contribute to the development of the organisation
* Contribute to the learning of others by sharing knowledge and skills both informally and formally

*This job description is not intended to be an exhaustive narrative, nor a comprehensive description of the duties of the post. The post holder may be required to undertake other duties, not specifically mentioned above. This job description will be subject to annual review, and if necessary, revised in consultation with the post holder.*

**Person Specification**

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| **Essential** | **Desirable** |
| **Experience** | |
| Providing individual clinical supervision | Experience of facilitating groups and leading training |
| 3 years post qualification counselling experience |  |
| Experience of providing counselling to a wide range of clients with multiple issues including sexual abuse |  |
|  | Experience and understanding of the voluntary sector |
| Experience of risk management and safeguarding |  |
| **Knowledge and Skills** | |
| Post Graduate Diploma in Counselling or Psychotherapy |  |
| Qualification in Clinical Supervision |  |
| Current Professional registration | BACP Senior Accredited |
| High level knowledge of the theory and practice of a range of specialised psychological therapies | Up to date knowledge of specialist services for a range of issues |
| Knowledge of common issues brought to counselling by survivors of sexual violence | Up to date knowledge of the sexual violence sector |
| Approachable and empathic, showing understanding of the challenges faced by people helping survivors | Knowledge of the aims and focus of the Rape Crisis movement |
| Understanding of and commitment to equality and diversity |  |
| Ability to demonstrate excellent communication and active listening skills | Ability to manage group dynamics and show leadership qualities as required |
| Analytical and assessment skills |  |
| Ability to demonstrate commitment to good practice and ability to challenge poor practice |  |
| Ability to work as part of a team and a willingness to be flexible |  |
| Motivated and proactive, with the ability to self manage |  |
| Good organisational and time management skills |  |
| Demonstrate high ethical standards and work in accordance with the BACP Ethical Framework. |  |
| Knowledge of and competence in IT and the ability to keep accurate records and use databases | Report writing, extracting and using data |

We recognise the value of lived experience as well as experience gained in a professional context.

To effective deliver impactful services to all survivors, our team needs a diversity of viewpoints. We are particularly seeking people of colour and the global majority. We would welcome more young people, and members of the LGBTQ+ and disability communities.