



PSYCHOLOGICAL SERVICES

Empathy • Experience • Expertise

Job Description: Counsellor / Psychotherapist

Job Title: Counsellor / Psychotherapist

Salary: Negotiable, depending on experience

Responsible to: Head of Service

General Description of Service:

CTC Psychological Services LLP is a community based multidisciplinary independent practice that offers specialist assessment and therapy to individuals and families, with special emphasis on Child and Family Clinical, Counselling and Forensic Psychology and Adoption Support Services.

Duties:

- To provide high quality counselling and psychological therapy to clients with a range of mental health difficulties, with a particular focus on Child and Family work, and working with Adoptive Families
- To undertake work autonomously within professional guidelines and within the overall framework of the service's policies and procedures
- To attend regular clinical supervision with line management as required
- To attend service meetings, and whole team supervision as required
- To maintain records of clinical work in line with service protocols
- To maintain suitable records and statistics and ensure the safe and confidential storage of client notes
- To maintain training and continuous professional development in line with appropriate guidelines
- To liaise with other professionals working in psychological therapies to ensure that the work is delivered in the best interest of client care
- To be open to participate in other activities agreed with the service managers
- To familiarise and comply with company policies, procedures and service standards of CTC

- To undertake other duties as requested by management

Additional Information:

For full-time posts, the working week amounts to 37½ hours, and there are 22 days annual holiday entitlement plus 8 days general public holidays.

Training fees are considered where appropriate, to be paid by CTC to outside agencies for approved and supported training. This is by individual negotiation.

This job description is subject to review should service needs and development require, in consultation with the post holder.

Values:

CTC is committed to safeguarding and promoting the welfare of children, young people and adults in need, and we expect all staff and volunteers to share this commitment. Staff have a responsibility to ensure they are aware of specific duties relating to their role and should familiarise themselves with CTC's safeguarding policies and procedures and be aware that regular safeguarding training updates are mandatory for all staff.

CTC is committed to developing an environment that embraces diversity and promotes equality of opportunity.

CTC is committed to supporting all staff to achieve a healthy and sustaining work/life balance. This is the responsibility of all employees and will be achieved by consultation, open communication and involvement of all team members.