

BEDFORDSHIRE OPEN DOOR

PERSON SPECIFICATION – COUNSELLOR

Bedfordshire Open Door is a registered charity and company limited by guarantee committed to providing free, confidential counselling to young people. It maintains the standards, such as confidentiality, required within the ethical guidelines of counselling professional bodies.

Supporting Evidence: In the supporting evidence of your application form, you must demonstrate your experiences by giving specific examples for the criteria within the person specification.

Essential	Desirable
KNOWLEDGE, TRAINING & EXPERIENCE	
<p>Hold a minimum Level 4 Counselling qualification and be a registered member of the British Association for Counselling and Psychotherapy (BACP) or equivalent professional body. Course to have included module on working with adolescent clients.</p> <p>Hold a minimum 1 year / 100 hours post qualification experience working with this client group.</p> <p>Hold relevant qualifications or evidence of training in working with ASC.</p> <p>Demonstrate the ability to provide best practice in line with NICE guidelines, whilst maintaining a person-centred focus which takes into account the uniqueness of each individual.</p> <p>Demonstrate the ability to maintain clear boundaries and confidential working practices.</p> <p>Demonstrate knowledge and experience of safeguarding legislation and procedures.</p> <p>Willing to work to the BACP Ethical Framework for the Counselling Profession</p> <p>Ability to work with diverse clinical presentations.</p> <p>Strategies for promoting equality of opportunity together with knowledge and understanding of the needs of a multicultural population.</p> <p>Strategies, knowledge and understanding of the measures required to safeguard and promote the welfare of children, young people and vulnerable adults</p>	<p>Experience of multi-agency working</p> <p>Professional experience of working with young people</p> <p>Experience of working with clients from diverse backgrounds</p> <p>Demonstrate insight into young people's feelings, concerns and challenges</p> <p>Experience of running therapeutic groups</p> <p>To have a minimum 80-hour online/ telephone counselling qualification or working towards</p>

COMMUNICATION AND RELATIONSHIP SKILLS	
<p>Willing to learn from the training and experience of others</p> <p>Excellent listening skills</p> <p>Excellent interpersonal skills</p> <p>Excellent verbal and written communication skills</p> <p>Work with others from different training backgrounds</p> <p>Good team player who is willing to support others/learn new skills and as required</p>	
PLANNING AND ORGANISATIONAL SKILLS	
<p>Excellent clinical record keeping skills</p> <p>Good planning and organisational skills</p> <p>Confident to make judgements in prioritising own workload</p> <p>Self-motivated and able to fulfil the job role with minimal supervision</p> <p>Respectful, & constructive communicator</p>	<p>Experience of using technology as a mode for delivering counselling eg Zoom, Teams, Google Meets.</p>
OTHER	
<p>Willingness to actively participate in</p> <ul style="list-style-type: none"> • group supervision • in-house training and CPD • counsellor/team meetings <p>To work a mix of daytime, evenings and weekends</p> <p>Commitment the Bedfordshire Open Door aims, ethos & values</p> <p>A satisfactory enhanced DBS check is a condition of employment</p>	