

Gaddum

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Job Description: Sessional Counsellor (Adults)

Job Title:	Sessional Counsellor (Adults)
Responsible to:	Chief Executive
Accountable to:	Assistant Head of Operations
Reporting to:	Senior Therapy Services Manager (Adults)
Salary:	£35 per session/hour
Location:	Hybrid: Home-based or community venues in Manchester or both. To be agreed at interview depending on days/hours available to work.
Hours:	Between 4 and 12 client sessions per week plus 6 weekly case management supervision with Service Manager. Hours are flexible from Monday – Friday between 8:30am and 19:00pm.
Contract type:	Self-employed (freelance)

Context

At Gaddum, we treat everyone as individuals. We really get to know those we help, understanding their world to offer a range of support that's right for them. Our promise of tailored support is made possible by our breadth and depth of knowledge, through our unwavering commitment to the local people of Greater Manchester.

Our experience listening to generation after generation, for nearly 200 years, has taught us the importance of considering not just the individual but also the relationships around them. Our innovative approach means we can, not only build resilience, but identify further risks and offer preventive support now and in the future.

At Gaddum, we believe that by supporting individuals, we ultimately help support entire communities. Our aim is to empower and enhance the lives of people in Greater Manchester.

Job Summary and purpose

We are looking for self-employed, qualified and registered therapists to provide time-limited therapy sessions to adults in Gaddum's NHS Talking Therapies, for anxiety and depression, service (formerly known as IAPT). In addition to a core qualification in counselling, you will ideally hold a qualification to deliver a NICE approved therapy,

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such as: Person-Centred Experiential Counselling for Depression (CfD), Eye movement desensitisation and reprocessing (EMDR), Interpersonal Psychotherapy (IPT) or High Intensity Cognitive Behavioural Therapy (HiCBT) and have experience providing therapy to adults with common mental health difficulties, like anxiety or depression.

Successful applicants must be willing to commit to between 4 and 12 client sessions per week between 9am and 5pm (some evening sessions may be available dependent on availability of safeguarding support cover) Monday to Friday delivering face-to-face, telephone and/or online therapy sessions which may be held at any GP, community venue across the area of Manchester and/or from home.

You must also be willing to take part in regular case management supervision and attend online, internal and external training courses as/when necessary.

Whilst your main role will be delivering therapy sessions, you may also be required to carry out occasional initial assessments with clients, such as when you have appointment cancellations.

Benefits:

- Provision of equipment (laptop and soft phone system access).
- Flexible hours to suit your schedule.
- Access to peer support from a team of experienced therapists.
- Joining an established provider of high-quality therapy services with a track record of success.
- Access to administrative, managerial and DSL support.
- Work from home option.
- Access to CPD (relating to NHS talking therapies for anxiety and depression)

Key responsibilities

- Provide time-limited individual therapy sessions (typically 8-12 sessions) in person and remotely.
- Adhere to NHS Talking Therapies service guidelines, including completing all requirements relating to data collection within the service.
- Undertake initial assessments for new referrals in order to determine the appropriate interventions to meet their needs, and signposting to other services where necessary.
- Make effective use of outcome measures in therapy sessions to monitor and promote wellbeing for clients and contribute to the achievement of overall service recovery targets.
- Attend management one-to-one meetings and some team meetings.
- Record accurate, appropriate, and timely notes using an electronic case

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management system working within the service policies and procedures.

- Work closely with the administration team who will support with the management of your clinical diary, allocations, and discharges.
- Provide information necessary to monitor and evaluate Gaddum's therapy services, such as case studies or reporting data.
- Maintain up-to-date knowledge of legislation, national and local policies and procedures in relation to talking therapies, Mental Health, and Primary Care Services.
- Ensure the maintenance of excellent standards of practice, observing BACP ethical framework and/or other guidance, and keeping up to date on new recommendations/guidelines set by the Department of Health (e.g. The NHS Talking Therapies Manual and NICE Clinical guidelines).
- Provide a timely response to safeguarding and risk issues that arise, in line with Gaddum's safeguarding procedures.
- Work to Gaddum's policies and procedures, specifically Health, Safety, and Risk Management, Safeguarding, Equality, Diversity, and Inclusion, Confidentiality, and Information Governance.
- Adhere to specific venue procedures where you may be based.
- Demonstrate an understanding of and a commitment to anti-discriminatory and anti-oppressive practice.
- Other duties on behalf of Gaddum as agreed.

Organisational Responsibilities

- To actively engage in ongoing personal and professional development, making full use of supervision, appraisal, and learning opportunities.
- To act at all times to promote equality and diversity ensuring inclusive and integrated services.
- To seek advice, support, and guidance as required
- To maintain a general understanding of the work of the whole organisation and attend team meetings/events where possible.
- To adopt a flexible approach to working patterns to suit the needs of the role and responsibilities as required.

Contractor Agreement

Gaddum will specify the amount and frequency of services required from sessional workers but this will be flexibly and mutually agreed. You will be paid £35 per session which usually includes any administrative tasks (case recording) unless otherwise agreed. Any additional work undertaken, including attending management supervision, team meetings or agreed relevant training will be paid at the hourly rate.

Sessional workers will invoice Gaddum monthly for their services.

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A full induction will be provided as well as ongoing support from the Service Manager, administrator and Designated Safeguarding Leads.

Sessional workers are wholly responsible for their own Income Tax and National Insurance payments and will not be entitled to sickness or holiday pay or eligible for Gaddum's pension scheme.

Sessional workers are not reimbursed for travel expenses or external clinical supervision relating to undertaking these services for Gaddum.

Professional Requirements

- Therapy qualification(s) stating when and where completed training, minimum must be a level 4 Diploma in counselling or NHS Talking Therapies, for anxiety and depression qualification.
- Registered with a relevant professional body.
- Ideally qualified to deliver National Institute for Health and Care Excellence (NICE) approved NHS Talking Therapies evidence-based psychological therapies, such as:
 - Person-Centred Experiential Counselling for Depression (CfD)
 - Eye movement desensitisation and reprocessing (EMDR)
 - Interpersonal therapy (IPT)
 - High Intensity Cognitive Behavioural Therapy (HICBT)
- Evidence that you are treated as self-employed by HM Revenue & Customs.
- An enhanced DBS clearance (you must be registered on the DBS update service).
- A valid certificate of Professional Liability Insurance.

How to apply

Please submit your CV and cover letter to info@gaddum.org.uk.

For further information on the role, please contact our Adult Therapy Services Manager, Heather Carss on 0161 834 6069, extension 1028.

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Counsellor – Person Specification

Talking Therapies – Therapy Services

Criteria	Essential	Desirable	Assessed
<p>Qualifications/ Experience</p>	<p>Maths and English GCSE at grades C or above (or equivalent qualification).</p> <p>Qualified to Degree, MSc, MA, or Diploma level in Counselling or Psychotherapy or equivalent.</p> <p>Membership of a relevant Professional body (e.g. BACP)</p> <p>Experience of working with clients experiencing common mental health conditions.</p> <p>Experience of conducting assessments for service, including initial assessments and comprehensive risk assessments.</p> <p>Experience of managing a client caseload and keeping up to date records using a database.</p>	<p>Experience working in a NHS Talking Therapies setting</p> <p>Experience working to time-limited, short-term interventions</p> <p>High Intensity NHS Talking Therapies qualification.</p>	<p>Application /interview/ documents</p>

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<p>Skills and Abilities</p>	<p>Excellent verbal and written communication skills, including telephone and video therapy skills.</p> <p>Able to establish client goals, structure sessions and create, sustain and disengage from productive therapeutic relationships.</p> <p>Able to use therapy skills to work empathically with a diverse range of people, settings and situations.</p> <p>Competent computer and technology skills with the ability to work with different systems.</p> <p>Able to work independently and be highly organised.</p>		<p>Application /Interview</p>
<p>Knowledge</p>	<p>A robust understanding of Safeguarding.</p> <p>Ability to use therapy skills within legal, ethical and professional guidelines.</p> <p>Knowledge and competency in a recognised therapy modality.</p> <p>Knowledge of statutory services and mental health pathways and support across the community care, health and voluntary sector.</p> <p>Knowledge of the NHS Talking Therapies services model and an understanding of the importance of completing Routine Outcome Measures.</p>	<p>A good knowledge of agencies, organisations and professionals with a Greater Manchester remit.</p> <p>Knowledge of Gaddum and its wider services.</p> <p>Knowledge of other therapy modalities.</p>	<p>Application /Interview</p>

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<p>Values and Personal attributes</p>	<p>A commitment to Gaddum’s values of being Supportive, Professional, Empowering, diverse and Innovative</p> <p>A demonstrable commitment to equality, diversity and inclusion.</p> <p>Flexible, reliable and positive work ethic.</p>		<p>Application /Interview</p>
<p>Other Requirements</p>	<p>Flexible approach to working hours to meet the needs of the service.</p> <p>Ability to attend team meetings and management supervision meetings on a 6 weekly basis.</p>		<p>Application /Interview</p>