



**UNIVERSITY OF LEEDS**

## **CANDIDATE BRIEF**

### **Student Counsellor, Student Counselling and Wellbeing**



**Salary: Grade 7 (£33,797 - £40,322 p.a pro rata)**

**Reference: SESSO1121**

**Fixed term for one year. Term time only (31 weeks) working 2 days per week. November 2019 to November 2020 with immediate start**

**We will consider job share and flexible working arrangements**

## **Student Counsellor**

### **Student Counselling and Wellbeing, Student Education Service**

**Are you a qualified counsellor, psychotherapist, clinical or counselling psychologist with substantial experience in counselling and/or psychotherapy? Do you have an understanding of the needs and priorities of counselling and wellbeing services in Higher Educational settings? Would you like to work within a multi-disciplinary Counselling and Wellbeing Team?**

The University is committed to delivering excellent and inspirational learning and teaching, research degree supervision and an exceptional student experience to all those who can benefit. The Student Education Service has been established, which brings colleagues from central teams together with colleagues from faculties and schools into a single integrated service.

As part of the Student Operations Directorate within the Student Education Service, the Student Counselling and Wellbeing Service provides a wide range of excellent and innovative support to help students manage psychological, emotional and psychiatric issues whilst at University.

Counsellors within the service offer therapeutic consultations and assessments, guided self-help, group work and individual counselling within a brief, early intervention framework. You must hold a professional level counselling or psychotherapy qualification in any modality to diploma/masters level, or equivalent.

You **must** be fully accredited by BACP, UKCP or BABCP. Clinical or counselling psychologists must have achieved chartered status with BPS and be registered with HCPC. Please note BACP membership or registration without accreditation is not sufficient. Applicants with the required qualifications who consider themselves having equivalent professional credentials need to provide a BACP, UKCP or BABCP statement of equivalency with their application. You should be interested in working in a multi-disciplinary team and support our policy of offering primarily brief focused therapy.



## What does the role entail?

As a Student Counsellor your main duties will include:

- Providing professional, confidential assessment and triage, one-to-one therapeutic counselling, guided self-help and group work to undergraduate and postgraduate students who are experiencing emotional distress or difficulty in any area, working with a wide range of presenting issues and levels of severity;
- Working within a brief intervention framework and helping develop the client's capacity to understand and manage their problems, locating all therapeutic work within an educational and institutional context;
- The management of urgent and complex clinical situations with clients, in the context of other practitioners' work within the team, including the assessment and management of risk;
- Working collaboratively within Student Counselling and Wellbeing, making appropriate referrals to University and/or external services and ensure, where appropriate, that joined-up multidisciplinary support is offered;
- Offering focused group sessions on relevant issues affecting student life, e.g. exam anxiety, stress management, perfectionism, procrastination, assertiveness;
- The maintenance of a caseload within service policies, keeping accurate and confidential records and session case notes as required by GDPR, including statistical records of work with clients;
- Actively using CORE (Clinical Outcomes in Routine Evaluation) as a therapeutic tool with students and engage with a variety of means of monitoring and evaluating the effectiveness of the work;
- Collaborative working within Student Counselling and Wellbeing, this may include staffing the Clinical Consultation and Guidance Duty service or Student Counselling and Wellbeing Drop In, or events such as University Open Days and/or campus Mental Health Awareness campaigns;
- Taking responsibility for discrete areas of project work within the service, such as a clinical specialism, service promotional materials, digital and online resources, new workshop content or similar;
- Developing and maintaining close links with the Student Education Service, academic and faculty staff, and providing support and occasional training in the management of student problems;
- Contributing to team, service and policy review, sharing anonymised casework information and providing mutual support;



- Attending and engaging with regular clinical and line management supervision;

These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.

## What will you bring to the role?

As a Student Counsellor you will have:

- A recognised practitioner counselling/psychotherapy/clinical or counselling psychology qualification, e.g. Diploma, Masters, or professional-level CBT qualifications **and** BACP or BABCP full accreditation, UKCP clinical membership or, for clinical and counselling psychologists, BPS chartered status and HCPC registration. (Please note BACP membership or registration without accreditation is not sufficient). Applicants with the required qualifications who consider themselves having equivalent professional credentials need to provide a BACP, UKCP or BABCP statement of equivalency with their application;
- Substantial post qualification experience in individual counselling/psychotherapy, clinical or counselling psychology;
- Experience and confidence undertaking clinical assessment for counselling, including triage and referral;
- Demonstrable knowledge, skill and experience of working successfully within a brief individual counselling/therapy framework;
- Knowledge, experience and confidence in the assessment and management of risk;
- Demonstrable knowledge, skill and experience of working therapeutically with the presenting issues commonly seen within a university student population;
- Experience developing and delivering psycho-educational groups and workshops and competence in associated organisational, presentation and communication skills;
- Cultural competence and sensitivity to the diversity of student needs across the undergraduate and postgraduate community;
- A commitment to your own continuous professional development;
- Demonstrable experience in contributing to service improvement or development within a team or service;
- A commitment to working flexibly as a part of an integrated counselling and wellbeing service;



You may also have:

- Experience of providing counselling and wellbeing services in an educational environment, preferably higher education;
- Additional qualifications in and experience of providing supervision, on-line therapeutic interventions, trauma therapy, and / or other relevant specialist therapies;
- Experience of IT applications and systems relevant to a counselling and wellbeing service.

## How to apply

You can apply for this role online; more guidance can be found on our [How to Apply](#) information page. Applications should be submitted by **23.59** (UK time) on the advertised closing date.

## Contact information

To explore the post further or for any queries you may have, please contact:

**Jane Harris, Assistant Head of Student Support (Student Counselling and Wellbeing)**

Tel +44 (0)113 343 4106

Email [J.Harris1@leeds.ac.uk](mailto:J.Harris1@leeds.ac.uk)

## Additional information

### Working at Leeds

Find out more about the benefits of working at the University and what it is like to live and work in the Leeds area on our [Working at Leeds](#) information page.

### Candidates with disabilities

Information for candidates with disabilities, impairments or health conditions, including requesting alternative formats, can be found on our [Accessibility](#) information page or by getting in touch with us at [disclosure@leeds.ac.uk](mailto:disclosure@leeds.ac.uk).



## Criminal record information

### **Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975**

This post requires an enhanced criminal record check from the Disclosure and Barring Service (DBS), and any equivalent overseas authorities where relevant. The successful candidate will be required to give consent for the University to check their criminal record status. All applicants are required to make a self-declaration where applicable.

Any offer of appointment will be subject to the University being satisfied with the outcome of these checks and made in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information page.

