



UNIVERSITY OF LEEDS

## CANDIDATE BRIEF

### Student Counsellor, Student Counselling and Wellbeing



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

**Reference: SESSO1132**

**We will consider job share and flexible working arrangements and applications on a full time, part time and term time only basis.**

**Interviews are expected to be held on Tuesday 25<sup>th</sup> and Wednesday 26<sup>th</sup> February 2020.**



## 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? Would you like to work within a multi-disciplinary Counselling and Wellbeing Team supporting students to reach their full potential? Do you have an understanding of the needs and priorities of counselling and wellbeing services in Higher Educational settings?**

Student Counselling and Wellbeing is part of the Student Education Service and provides a wide range of excellent and innovative support to help students manage psychological, emotional and mental health difficulties whilst at University. As part of the University's commitment to delivering an exceptional student experience, and in recognition of its critical role in supporting students, Student Counselling and Wellbeing has received significant investment and are recruiting additional staff.

Student Counselling and Wellbeing is a large multi-disciplinary team that supports students through primarily time limited, focused interventions. In addition to individual appointments the service offers a comprehensive groups and psychoeducational workshop programme; same day support in partnership with Leeds University Union; a Clinical Consultation and Guidance service for University staff and critical incident response and support.

You will be committed to working collaboratively within a multi-disciplinary team, confident in clinical assessment and risk management, and it is essential that you are enthusiastic about focused, short-term interventions in both counselling and wider wellbeing and mental health support.

You **must** hold a professional level counselling or psychotherapy qualification in any modality to diploma/masters level and 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 who consider themselves to hold equivalent professional credentials need to provide a statement of equivalency with their application.

We welcome and encourage applications from all sections of the community. For this role we would particularly welcome applications from Black, Asian and Minority Ethnic (BAME) counsellors, male practitioners and candidates with disabilities. Our aim is to reflect the University's diverse and vibrant community and ensure we are as welcoming and accessible as possible to all students. We will select the best candidate solely on the basis of merit and ability to do the job.

Previous applicants are welcome to re-apply.

**We are offering anyone interested in joining the Counselling and Wellbeing Service the opportunity to find out more about the work we do, the University and to meet some of our team at a drop in open event on Tuesday 28<sup>th</sup> January between 5pm and 7pm (no need to book in advance). The event will take place at:**

Student Counselling and Wellbeing  
University of Leeds  
19 Clarendon Place  
LEEDS  
LS2 9JY  
Tel 0113 34 34107

## **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 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.

