

Job title **Degree in Humanistic and Integrative Counselling – Student Supervisor**

Responsible to: **Head of Counselling**

Salary: £25.20 - £34.92 p/h

Responsible for:

- Supervising the minimum of one group of year 2 students for two hours once a fortnight during term time: a total of 16 sessions or 32 hours per group. Each group to consist of no more than four students;
- Providing a safe environment in which supervisees are able to bring their work;
- Enabling supervisees to work collaboratively, to discuss, to receive feedback, to learn from their peers and from the supervisor;
- Enabling supervisees to integrate theory with practice;
- Enabling supervisees to become competent, ethical practitioners;
- Providing an assessment report as per the handbook, half way through the year, at the end of the year and once the student has satisfactorily completed the required number of 1:1 counselling experience evaluating the following areas:
 - The supervisee's counselling skills;
 - The supervisee's use and understanding of Transactional Analysis' concepts;
 - The supervisee's professional competence.
- Ensuring that both the supervisee and the Head of Counselling has a copy of the reports.
- Negotiating a contract with your supervisees which clearly states:
 - Your expectations;
 - Your contact with the supervisees;
 - Your approach;
 - The cancellation policy as agreed with Head of Counselling;
 - Arrangements for extra supervision if requested by supervisee, including payment of fees for any extra session;
 - The limits of confidentiality;
 - Your legal responsibilities.

Job Title: Counselling Tutor (Level 3)

Essential Requirements

- Foundation Degree in Counselling
- Teaching/Training experience
- Understand and apply BACP Ethical Framework for Good Practice
- Complete own supervision as part of the role
- Excellent organisational and record keeping skills
- Excellent communication skills
- Flexible, committed and able to work as part of a larger team

Desirable Requirements

- BACP member
- Degree in Counselling
- PGCE/Cert ED
- Experience of working in an FE setting