

## VOLUNTEER/TRAINEE COUNSELLOR – PERSON SPECIFICATION

### Essential

- To be on/have completed a Level 4 or above counselling course (Diploma/PG Dip//Masters)
- To have a minimum of 50 hours clinical experience
- To be able to manage casework/work to specific guidelines.
- To have a strong psychodynamic understanding and willingness to work within that modality.
- To have an understanding of the importance of supervision and showing the willingness to learn.
- An ability to reflect on clinical practise and respond to and work on feedback.
- To be able to work as part of a team.
- To have an understanding of counselling work and the importance of boundaries.
- To have an awareness of and commitment to adhere to the BACP's Ethical Framework.
- Be able to and understand the importance of completing paperwork, data input as required by the Guild in a timely and organised fashion.
- Show an understanding of the impact of difference and diversity in therapeutic relationships.
- To have experience of personal therapy.
- Show awareness of a wide range of presenting issues

### Desirable

- To have experience of working with people from a variety of backgrounds.
- To be able to integrate theoretical knowledge with practice.

## Volunteer / Trainee Counsellor – Role Description

In order for the counselling service to run as efficiently as possible, and for ethical standards to be maintained, Wimbledon Guild Talking Therapies requires a firm commitment from counsellors to fulfil these requirements:

### **Placement requirements**

Trainee counsellors are required to:

- Be a member of/applying to a professional body such as BACP, UKRC, UKCP, BPS etc
- Commit themselves for a minimum of 18 months.
- See up to 3 clients per week, as agreed with their supervisor. Clients will be allocated by the Counselling Manager.
- Attend fortnightly supervision
- Be able to and understand the importance of completing paperwork/data input as required by the service in a timely and organised fashion. To follow Wimbledon Guild policies and Procedures
- Be in personal therapy (min. once a week)
- Conduct themselves in a professional manner at all times.

### **Probationary Period/Contract**

Trainee counsellors are expected to:

- Attend an Induction Day before starting counselling work.
- Sign a Statement of Expectations between themselves and Wimbledon Guild, and a Placement Agreement between themselves, Wimbledon Guild and their training institute.

### **What Trainee Counsellors can expect from Wimbledon Guild**

Trainee Counsellors can expect Wimbledon Guild to provide:

- Access to and support from the Counselling Manager and Administrative team.
- Fortnightly clinical group supervision.
- Access to four Volunteer training days/team meetings a year. We expect an attendance of at least 50% as the training provided can add significantly to the trainee counsellor's personal awareness and professional development.
- Access to reduced price CPD events run by Wimbledon Guild Training
- Regular reviews and evaluation of their work.
- An environment working towards non-discriminatory ways of working, where difference is respected.
- A professional and welcoming environment in which to work.
- The Counselling Manager and Administrator is responsible for anything in relation to the counselling and supervision services, e.g. recruitment, training, supervision of the supervisors, general management, etc.
- A reference, if required, on leaving Wimbledon Guild, if the placement is deemed satisfactory.