

Job Title:	CYPF Counsellor – Grade D	
Service:	Coventry Emotional Wellbeing and Mental Health Service (Including CiC)	
Reports To:	Practice Supervisor	

Service overview:

The Coventry Emotional Health and Wellbeing Service ensures Children and Young People (CYP) access the right help, at the right time, in the right setting, helping to remove duplication and avoid CYP/families being 'bounced' in between services.

Compass has a successful track record in early intervention health and wellbeing services for children and young people. We use a wide range of creative and dynamic methods of engagement, including digital interventions, across community and educational settings.

Adopting a values-based approach is at the heart of what we do; through collaboration and coproduction with stakeholders our services continually evolve, directing resources based on evidenced need. We are incredibly excited and proud to be a trusted 3rd Sector provider enabling us to develop innovative methods to make a real difference to the lives of children, young people and families in Coventry.

The service will support CYP and families providing extra capacity for early intervention support within the community and across Coventry.

Service Structure:

The service consists of one integrated skill mix team led by the Service Manager and supported by Data & Admin Lead, Practice Supervisor, Wellbeing Practitioners and Training and Consultation workers who provide oversight and local leadership to the skill mix team.

Purpose of the role:

The post holder will be part of a highly responsive and holistic service, you will hold a caseload and will promote the emotional well-being of children and young people with low-moderate emotional health needs across both Shine and Children In Care Services. You will work autonomously under direct supervision within a multidisciplinary team. This involves the assessment, planning, implementation, and evaluation of person-centred care for the child or young person.

The support you provide will be evidenced based and tailored to the needs of the child and young person, whilst working closely with parents, care givers and allied professionals on an individual and in a group setting. You will work collaboratively with young people and their

families incorporating the use of outcome measures for the intervention provided. The input you provide will include specific counselling emotional wellbeing support, consultation, and training to staff within the service and other agencies where appropriate and will match the knowledge requirements of the post.

The postholder will engage in the activities listed below and will utilise their skills, knowledge and abilities to deliver a service based within community settings that builds on and reinforces:

- Delivering evidence-based intervention for children and young people with mild mild/moderate emotional wellbeing needs across both Compass Shine and Children In Care Services.
- Helping children and young people who present with more severe difficulties rapidly access more specialist services.
- Supporting and facilitating staff in education and community settings to identify and where appropriate manage issues related to emotional health and wellbeing.

Working with and across a range of community venues to afford better access to the service.

Key duties and responsibilities:

1. Service delivery

- 1.1** To provide evidence based structured counselling and support to CYPF throughout Coventry who access the Compass Emotional Health and Wellbeing Service.
- 1.2** Deliver evidence based structured and unstructured group work and workshops to children and young people with mild to moderate emotional wellbeing needs.
- 1.3** Work in partnership to support children and young people experiencing mild to moderate mental health difficulties and their parents/carers, families and educators in the self-management of presenting difficulties.
- 1.4** Work effectively with children and young people to develop plans for interventions and agreed outcomes.
- 1.5** Keep coherent records of all training and clinical activity in line with both health, education and children service protocols and use these records and outcome data to inform decision making.
- 1.6** To provide expert advice and guidance to the Compass Teams and wider professionals to increase their skills, knowledge and confidence of managing and responding to the emotional and mental health needs of children and young people.
- 1.7** To support families holistically in developing the social support for children and young

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people.

- 1.8** Develop and maintain close working relationships and provide an interface with key external agencies including CAMHS, and children's social care, General Practitioners. To raise awareness of their role in identifying and supporting CYPF experiencing mental health problems.
- 1.9** To deliver services throughout Coventry, working within an identified number of CYPF friendly settings including family hubs.
- 1.10** Contribute to wider workforce development by delivering training on areas of special interest, e.g. grief and loss, trauma, etc. Provide expert advice to professionals in multi-agency settings/meetings including developing their own policies/procedures.
- 1.11** Carry out holistic health assessments on CYPF accessing the service, where counselling is the primary request at referral.
- 1.12** Deliver time limited structured counselling to CYPF with mild to moderate mental health/emotional wellbeing concerns.
- 1.13** Provide step up support for CYPF who have complex needs by ensuring appropriate referrals to specialist CAMHS and other health and social care agencies.
- 1.14** Promote positive team working and contribute to service development through leading on counselling; knowledge of which will be shared with the team to upskill colleagues.
- 1.15** Initiate referrals to specialist CAMHS, Adult Mental Health, Children and Family Services when the CYPF is deemed at risk of harm.
- 1.16** Promote the services positively to other agencies and professionals.
- 1.17** Deliver interventions that are researched, evidence based and approved for delivery with children and young people.
- 1.18** Work flexibly to ensure equitable access including some evening and weekend working if required.
- 1.19** Support the production of service reports as requested by commissioners and key partners.

2. Training and Supervision

- 2.1** Continue to apply learning gained directly to practice.

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- 2.2** Prepare and present case load information to supervisors within the service on a scheduled basis to ensure safe practice and the governance obligations of the service delivered.
- 2.3** Respond to and implement supervision suggestions by supervisors in practice.
- 2.4** Engage in and respond to personal development supervision to improve competencies and practice.
- 2.5** To disseminate research and service evaluation findings in appropriate formats through agreed channels.

3. Developing and maintaining relationships

- 3.1** Actively work towards developing and maintaining effective working relationships both within and outside Compass.
- 3.2** Seek the opportunity for collaborative working and proactively initiate and sustain such relationships via joint working partnerships.
- 3.3** Build strong links with key departments within Compass and develop key relationships with colleagues in other services.

4. Managing self

- 4.1** Prioritising own workload within agreed objectives and deciding when to refer to others as appropriate.
- 4.2** Work as part of a team to ensure that key performance indicators set by Compass and/or Commissioners are reached.
- 4.3** Follow and adhere to the standards and guidelines set for your relevant professional governing body, such as the BACP to ensure compliance with professional standards, and to maintain your membership.
- 4.4** Attend mandatory and core training specific to the role.
- 4.5** Participate in the Compass appraisal system, matching organisational aims with individual objectives and undertaking appropriate training as required.
- 4.6** Take responsibility for own and others' health and safety in the working environment.
- 4.7** Comply with the policies and procedures of Compass.
- 4.8** Ensure that a professional service and image is always maintained.

4.9 Ensure own actions support the equality, diversity, rights and responsibilities of individuals. Promote and adhere to equality of opportunity and diversity within Compass.

4.10 Adhere to Safeguarding of Children and Young People and Vulnerable Adults policies and procedures, sharing Compass commitment to safeguarding and promoting the welfare of children, young people and adults at risk.

4.11 Work independently within a co-location and multiple host environments.

5. In addition to these functions the post holder is expected to:

5.1 In agreement with the line manager carry out such other duties as may be reasonably expected in accordance with the grade of the post.

5.2 Collate and deliver any data and information to evidence the work to support the pilot.

It is essential that the post holder carries out their work within the context of relevant legislation including Working Together to Safeguard Children 2018; The Care Act 2014, NICE Guidelines, CQC standards of practice and Compass Policies and Procedures.



PERSON SPECIFICATION

Attributes	REQUIREMENTS	Essential/Desirable (E/D)	Identified By
QUALIFICATIONS	<ul style="list-style-type: none"> • An accredited Children and Young People’s Counsellor (BACP or equivalent) • Relevant further or higher education qualification for example NVQ health and social care, youth work diploma, diploma in social work, relevant degree 	E D	Application form Certificates
EXPERIENCE	<ul style="list-style-type: none"> • Relevant post qualification experience working with CYPF • Relevant experience of working with children, young people or families with emotional health and wellbeing needs • Advocacy, offering guidance and mentoring support • Delivery of professional training and consultation • Working with vulnerable families • Involving children and young people and their families in design, delivery and development of services • Inter-agency and multi-disciplinary working • Delivering 1:1 and group interventions • Caseload management responsibilities • Developing partnerships with key stakeholders such as 	E E D D E D D E D D D	Application form Interview

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	<p>Children and Young People's Mental Health Service, schools, etc.</p> <ul style="list-style-type: none"> Report writing: conducting data analysis and identifying trends, gaps and devising appropriate plans to address key issues 	D	
KNOWLEDGE & UNDERSTANDING	<ul style="list-style-type: none"> Safeguarding 'Working Together' 'Intercollegiate' and safeguarding adults' guidance and legislation Developmental needs of children and young people Confidentiality and consent Fraser competency and mental capacity Mental health and emotional wellbeing Engaging in supervision Evidence based practice The need for evidence and statistical data collection, and achieving targets Equality and Diversity guidance and legislation Data Protection guidance and legislation 	E E E E E E D D D	Application form Interview
SKILLS & ATTRIBUTES	<ul style="list-style-type: none"> Excellent communication skills: written and oral, to effectively engage with children, young people, families and other key stakeholders Team player and a dynamic personality Self-motivated and able to work independently with minimal supervision whilst accessing appropriate support when required Multi-agency and partnership working Good organisational skills including time management 	E E E E E	Application Form Interview References

	<ul style="list-style-type: none"> and planning workload • Ability to motivate and persuade others • Solution focused • Able to work under pressure able to manage changing priorities • Recognition and escalation of safeguarding concerns contributing to risk management • Competent in the use of management information systems • IT skills including the use of email, internet, Microsoft Office • Innovative with a willingness to influence developments within the team • Ability to analyse information and develop interventions in response to the needs of children, young people and families. • Have an empathic, inclusive and person-centred approach 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>E</p> <p>E</p>	
CIRCUMSTANCES – PERSONAL	<ul style="list-style-type: none"> • Flexible approach to working in different settings depending upon service and service users need • Ability to undertake the demands of the post with reasonable adjustments where required • Flexible work pattern – as service requires, including some evening and weekends • Enhanced DBS check/willingness to complete • Full UK driving licence and access to vehicle 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	<p>Interview</p> <p>References</p>