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| **JOB TITLE:** Domestic AbuseCounsellor | **SALARY:** £28,489.50 FTE, pro-rata |
| **REPORTS TO:** New Heights Counselling Co-ordinator | **HOURS OF WORK:** 12 hours p.w. (term-time only post) |

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| **KEY CRITERIA** | **ESSENTIAL** | **DESIRABLE** |
| **QUALIFICATIONS, TRAINING AND EXPERIENCE** | Minimum Level 4 Counselling Qualification (online and distance learning courses do not qualify)  BACP Accreditation (or working towards accreditation), membership of BACP and be on the BACP National Register  To hold minimum of 3 years post qualification counselling experience  Experience of providing counselling remotely (telephone/zoom), and demonstrate appropriate training/ CPD in this area (eg ACTO or equivalent)  Good working knowledge of BACP Ethical Framework & professional guidelines  Experience of working with domestic abuse and sexual violence  Experience of working with people experiencing trauma  Experience of safeguarding and risk management  Working within an equal opportunities/ diversity framework  Good working knowledge of Microsoft Office | Level 5 Counselling Qualification (or above)  Experience of undertaking triage and assessments of client |
| **COMPETENCE SUMMARY (Knowledge, Abilities, Skills, Experience)** | Excellent inter-personal skills, including communication and written English  Excellent organisational skills, including ability to prioritise and meet agreed deadlines  Provision of a safe, confidential space and ability to work remotely (inc good internet service)  Ability to engage and work effectively with a range of agencies and organisations from voluntary, private and statutory sectors. A commitment to partnership working |  |
| **WORK-RELATED PERSONAL REQUIREMENTS** | A team worker able to establish excellent relationships with colleagues and to work with them in order to deliver high quality services  Evidence of an ongoing commitment to training and personal development    Motivation and ability to work independently from home and as part of a team |  |

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| **SPECIAL FACTORS** |
| * Must be prepared to initially Work From Home and later move to the central New Heights base in Kingstanding, Birmingham * Have the ability to work confidentially from home * Share the commitment to safeguarding and promoting the welfare of service-users * Prepared to work occasional ‘out of office’ hours in order to respond to demands of the role |