**Clinical Counselling Placements**

**Role Description/Requirements & Application Form**

We offer remote clinical counselling placements to trainee and qualified counsellors, working with a range of modalities such as person centred, integrative and psychodynamic, within our low-cost counselling service.

We offer experience working with a wide range of presenting issues. Our service supports adults 18+ who are experiencing a wide range of mental health challenges, common life problems, and other difficulties, including those affected by domestic violence (both victims and perpetrators).

Our placement counsellors work with up to 4 clients per week, for as many sessions as the client needs, meaning we carry out both short-term and long-term work. Clinical supervision is provided by The Altering Group and is held biweekly. Supervision is usually offered in groups of up to 4, for up to 2 hours, as per BACP supervision requirements. We also ask our counsellors to attend line management meetings once a month.

We offer remote counselling sessions within our low-cost counselling service, to ensure inclusivity and accessibility for all our clients. We also offer telephone sessions for clients unable to access remote applications.

We therefore ask that all applicants are able to take on 4 clients per week, and conduct both video and telephone sessions.

**Placement Offers:**

We provide counselling placements for trainees at different stages of their training, which we have organised into two categories. Both placement categories are part of our low-cost counselling service.

Trainees with 50+ client hours who are in the final stages of training may also work with clients presenting with more complex difficulties.

Please see below for the requirements and details of both categories:

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| **Category 1:** | **Category 2:** |
| * Enrolled in a Level 4 Diploma (or equivalent/higher course e.g. MSc/BSc) course in Counselling/Psychotherapy * Completed between 0-49 hours of client work to date   Counsellors in this category will be working with mild to moderate mental health difficulties and common life problems (such as stress, low mood, bereavement, and relationship difficulties). | * In the final year, or moving into the final year, of a Level 4 Diploma (or equivalent/higher course, e.g. MSc/BSc) in Counselling/Psychotherapy, or enrolled on a Doctorate in Counselling/Psychotherapy * Completed 50+ hours of client work to date   Counsellors in this category will be working with presenting issues described in category 1, in addition to more complex presenting issues (such as trauma and abuse). |

**Role Requirements:**

* To be available to see 2-4 clients per week, usually across 1 day, taking no more than 7 days annual leave per year (not including service closure during holiday periods)
* To be able to commit to a minimum of 1 year on placement
* To be able to attend biweekly supervision and monthly line management meetings
* To be able to provide counselling sessions remotely, via Zoom or Teams, and telephone sessions where required
* To have membership with the BACP/UKCP or other professional registration body
* To be currently in personal therapy and have attended a minimum of 12 sessions at time of application
  + All trainee counsellors are required to be in personal therapy throughout the duration of their placement with The Altering Group
* To provide 2 satisfactory references, one of which should be from your training provider
* Successful completion of a DBS (Disclosure and Barring Service) check

**Skills & Competency Requirements:**

* Strong foundational knowledge of counselling theories and advanced counselling skills
  + If applying for placements working with clients who have been subjected to domestic violence or have perpetrated abuse, strong knowledge in this area is required
* Understanding of various mental health issues in counselling
* Strong understanding of the BACP (or equivalent body) framework and ethical guidelines
* Understanding of GDPR regulations and the ability to adhere to these standards
* Knowledge of safeguarding protocols for both vulnerable adults and children
* Ability to identify, explore and manage risk of harm and safeguarding concerns within counselling sessions
* Ability to work effectively with diversity issues in counselling, demonstrating cultural competence
* Understanding of and sensitivity to the unique challenges faced by individuals from disadvantaged backgrounds and oppressed groups
* Ability to work with clients within a short-term framework
* Conduct initial assessments to understand client issues and goals
* Regularly evaluate client progress and adapt interventions to meet their needs holistically
* Assess the need for session extensions and referrals to external services
* Complete referrals to external services as needed
* Maintain accurate and up-to-date client records, including session notes
* Ensure all documentation complies with legal and ethical standards
* Participate in ongoing professional development opportunities provided by The Altering Group
* Assist in the development and facilitation of workshops and group counselling sessions on various topics, where required
  + Please note that participation in assisting with workshops and group sessions is optional for all counsellors

**Personal Attributes Required:**

* Commitment to maintaining a consistent schedule and being punctual for all sessions and supervision meetings
* Strong organisational and time-management skills to manage multiple tasks and responsibilities efficiently
* Excellent verbal and written communication skills
* A collaborative mindset, with the ability to work effectively within a team and support colleagues and service users
* Ability to collaborate effectively with colleagues, supervisors, and other professionals where required
* Understanding and respect for diverse cultures and backgrounds, with the ability to work effectively with individuals from disadvantaged and underrepresented groups
* A strong dedication to promoting inclusivity and diversity
* A commitment to social justice and a passion for making a positive impact in the lives of individuals and communities
* A willingness to engage in ongoing professional development and learning to stay informed about best practices and new developments in the field

**Application Form**

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| **Personal Details** | | | | |
| **Name:** | | **Contact number:** | | |
| **Email address:** | | **Address:**    **Postcode:** | | |
| **Training Details** | | | | |
| **Training Provider:** | | **Name of Course:** | | |
| **Course Contact Name:** | | **Course Contact Email & Contact Number:** | | |
| **Date Training Commenced:** | | **Expected Training End Date (if applicable):** | | |
| **Placement Application Information**  Please select the description that matches your current experience and training stage by marking X in the box | | | | |
| **Category 1**   * Enrolled in a Level 4 Diploma (or equivalent/higher course e.g. MSc/BSc) course in Counselling/Psychotherapy * Completed between 0-49 hours of client work to date | | | |  |
| **Category 2**   * In the final year, or moving into the final year, of a Level 4 Diploma (or equivalent/higher course e.g. MSc/BSc) course in Counselling/Psychotherapy OR enrolled on a Doctorate in Counselling/Psychotherapy * Completed 50+ hours of client work to date | | | |  |
| **Current Qualifications/Courses**  Please provide details of all relevant qualifications you have already completed and any CPD courses | | | | |
| **College/University:** | **Qualification:** | **Grade/Level:** | **Date Achieved:** | |
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| **Employment & Placement History**  Please provide details of all previous and current employment, in addition to any counselling placements you have undertaken | | | | |
| **Employer and Establishment:** | **Position:** | **Date Commenced:** | **Date Ended (if applicable):** | |
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| **Clinical Client Hours** | | | | |
| Please enter the number of client hours you have completed to date (if any): | | | |  |
| **References**  Please give the name and address of two referees, one of which must be your current or most recent employer, and one from your training provider | | | | |
| **1) Name:** | | **Address:** | | |
| **Email:** | | **Contact number:** | | |
| **Relationship to you:** | | **Organisation & position held:** | | |
| **2) Name:** | | **Address:** | | |
| **Email:** | | **Contact number:** | | |
| **Relationship to you:** | | **Organisation & position held:** | | |
| **Personal Statement**  Please write a personal statement (800 - 1500 words) outlining how you meet the criteria for this placement. Include details about your relevant skills, experiences, and your motivation for applying. Please also explain how you align with the desired personal attributes, and what you wish to gain from this placement. | | | | |
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| **Availability – Counselling Sessions**  Please mark X next to all the time slots you are available to offer counselling sessions.  Important notes:   * If your application is successful, we may schedule clients during any of the time slots you mark as available * If you are available weekdays between 9am–5pm, you must also provide at least 2 hours of availability on one evening or weekend | | | | | | | |
| **Time:** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday** | **Sunday** |
| 09:00 – 11:00 |  |  |  |  |  |  |  |
| 11:00 – 13:00 |  |  |  |  |  |  |  |
| 13:00 – 15:00 |  |  |  |  |  |  |  |
| 15:00 – 17:00 |  |  |  |  |  |  |  |
| 17:00 – 19:00 |  |  |  |  |  |  |  |
| 19:00 – 21:00 |  |  |  |  |  |  |  |
| **Availability – Clinical Supervision**  Please mark X next to **all** the time slots you are available to attend online group supervision. | | | | | | | |
| **Time:** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday** | **Sunday** |
| 18:00 – 20:00 |  |  |  |  |  |  |  |