



JOB DESCRIPTION

Job Title:	Counsellor/ Psychotherapist
Location:	11, Holmview Terrace, Omagh, Co. Tyrone, BT79 OAH
Contract Duration	Fixed-Term Contract January 2022 – 31 st March 2024 subject to the successful completion of 6 months probation period. There is the possibility of extension at the end of the Fixed-Term period subject to available funding.
Accountable to:	General Manager
Reports to:	Co-Ordinator of Therapeutic Services
Salary:	To be determined on the basis of qualifications and experience in accordance with Tara Centre Salary Policy Accredited Counsellor/Psychotherapist £27,270 - £30,300 per annum (FTE 37.5 hours per week) pro-rata to 30 hours/4 days per week
Pension Arrangements:	The Company has established an appropriate workplace pension scheme operative as of 1 st January 2016 in accordance with Government Auto Enrolment Regulation NI 2012. The scheme is provided by Workers Pension Trust.
Hours:	30 hours per week (Part Time)
Annual Leave:	23 days plus statutory holidays for full-time staff. Part-time staff pro rata.

Duties and Responsibilities

The Counsellor/Psychotherapist will:

- work in close co-operation with the Co-Ordinator of Therapeutic Services;
- maintain a regular caseload of five counselling/psychotherapy sessions per full working day;
- work with a wide variety of clients dealing with different issues according to the therapists expertise and clients need;
- work to a code of ethics and practice appropriate to art therapy e.g. BACP, BABCP, IACP or equivalent);
- maintain notes of counselling sessions in accordance with Centre procedure and statutory obligations;
- undertake at least 20 hours of professional training per year at his/her own expense; this to be additional to any in-house training provided by the Centre;
- receive regular professional supervision in accordance with Centre policy and statutory requirements;
- take part in clinical supervision, in-house training, and staff meetings as determined by the General Manager and the Co-Ordinator of Therapeutic Services;
- ensure effective and meaningful evaluations are undertaken with clients in order to contribute to evidence-based practice;
- adhere to all Tara Centre policies and procedures including protocols related to Covid 19;
- be available, as necessary, after 5.30pm on at least one regular working day per week.

Note: Counsellors/Psychotherapists are expected to receive their clients when they arrive at the Centre and see them off the premises at the end of each appointment. The counselling/psychotherapy services are normally available at the Centre on Monday – Thursday between 9.00am and 7.00pm.

Note: *This Job Description may be amended in the light of changing circumstances and may include other duties and responsibilities which will be determined by the General Manager in consultation with the post holder and the Co-Ordinator of Therapeutic Services.*

Further appointments may be made from this recruitment process for a period of up to 12 months.

All applications for employment are considered strictly on the basis of merit.

The Tara Centre is an **Equal Opportunities Employer**.

This post is funded by the Mental Health Support Fund (Department of Health) and administered by the Community Foundation NI.