# Counsellor/Psychotherapist

# Person Specification

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| SECTION 1: The Essential Criteria in this section will be measured at shortlisting and may also be further explored during the interview/selection stage. The Selection Panel reserves the right to utilise one or more of the Desirable Criteria in addition to the Essential Criteria for shortlisting and at interview. You should therefore make it clear on your application form whether or not you meet all of the Essential Criteria and all of the Desirable Criteria.  Failure to do so may result in you not being shortlisted.  The stage in the process when the criteria will be measured is stated below.  A = Application. I= Interview | | |
| **Factor** | Essential Criteria | Desirable Criteria |
| Qualifications/ Membership of Professional Body | * Post Graduate Diploma, Diploma/Advanced Diploma, Foundation Degree or equivalent in counselling/psychotherapy from an orientation which is capable of supporting depth work as the practice requires (A) * Accredited member of a counselling/psychotherapy organisation, (e.g., BACP, BABCP, IACP or equivalent), or actively engaged in the accreditation process to be completed within twelve months of taking up the post (A) * On-going supervision arrangements in place in accordance with BACP, BABCP, IACP or equivalent Code of Ethics (A&I) | * Degree with content relevant to the practice of counselling/psychotherapy   (A)   * Qualification in family therapy (A) * Qualification in telephone and online counselling   (A) |
| Experience | * Experience of maintaining a regular caseload of three to five counselling/psychotherapy sessions per day (A&I) * Supervised experience as a counsellor/psychotherapist in a variety of psychotherapeutic/counselling situations at one-to-one level (A&I) | * Experience of having delivered a minimum of 1,000 hours of individual counselling/psychotherapy sessions, preferably in a counselling/psychotherapy organisation/agency, post accreditation (A&I) * Experience of providing family therapy (A&I) * Experience of delivering telephone and online counselling (A&I) |
| **Factor** | Essential Criteria | Desirable Criteria |
| Other | * Flexibility – available as necessary after 5.30pm on at least one regular working day. (A&I) |  |
| SECTION TWO | **The essential criteria in this section will be assessed at interview only.** | |
| Knowledge and understanding | * Theoretical knowledge and understanding of two or more counselling/psychotherapeutic established schools of counselling/psychotherapy and associated issues. * Knowledge of and commitment to practising in accordance with BACP, BABCP, IACP or equivalent Code of Ethics. * Knowledge of and commitment to upholding the Tara Centre’s vision, ethos and values |  |
| Skills | * Excellent communication skills both verbal and written. * Use of Microsoft Office packages, e.g. MS Word, Outlook. * Ability to hold and manage a regular caseload of clients. * Ability to work with a range of client presenting issues – including complex issues. * Ability to assess and respond, in accordance with Tara Centre policies, to any risk or safeguarding issues that may arise. * Ability and commitment to engage in reflective practice and self-evaluation. |  |
| Personal characteristics | * Commitment to procuring professional therapeutic support in dealing with such personal issues as may significantly impact the counselling/psychotherapy process. * Commitment to maintaining accreditation status for the duration of employment at the Tara Centre. (A&I) * Commitment to continuous professional development. |  |

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