



SWCTS is committed to achieving equality of access to its services and employment. A female for this role is a determining occupational requirement and is exempt from discrimination under the Equality Act 2010, Part 1, Schedule 9

SWCTS VOLUNTEERS (*unpaid staff*) ROLE DESCRIPTION

Job Title:	Counsellor /Psychotherapist
Responsible to:	Head of Clinical Services
Hours:	Minimum 3 clients per week/ administration time and attendance at monthly in-house supervision
Holidays:	6 weeks per annum, pro-rata

SWCTS is a service run by women, for women. It has charitable status and works to a management committee structure. SWCTS offers a service for women over 16 who have experienced some kind of abuse or trauma. This includes neglect, harassment, and domestic/sexual/emotional abuse. We offer up to 40 sessions within a year according to the needs and wishes of the client.

Duties will be:

1. To work clinically, offering medium and longer term therapy, including regular reviews, with women over 16 who have experienced some kind of crisis or trauma.
2. To be responsible for your own work and to keep and maintain records and statistical data as necessary.
3. To attend any necessary meetings/training as required by SWCTS.
4. To attend monthly in house clinical group supervision.
5. To be available for an annual review with the Head of Clinical services.
6. To work within all SWCTS policies and procedures including SWCTS code of ethics and safeguarding policies.
7. To keep statistics and to review and maintain monitoring and evaluation systems in liaison with SWCTS management; includes adding information and data to IT systems.
8. To attend induction training prior to taking clients and other CPD as appropriate for the volunteer role.
9. To undertake any other duties appropriate to the purpose of the job as may be determined between the volunteer and the Head of Clinical Services.