



# CLINICAL & TRAINING LEAD

Recruitment Pack  
December 2023



**BEACON**  
COUNSELLING



[beacon-counselling.org.uk](https://beacon-counselling.org.uk)

0161 440 0055

Registered Charity 1109545





# Welcome & Introduction

Please read through our Recruitment Pack for more information on who we are, what we do and the specifics of this role.

## About Beacon

Beacon is a multi-award winning charity dedicated to improving the mental health and emotional resilience of our community. We believe everyone should have an equal chance of good emotional wellbeing, and this is at the core of everything we do, empowering children, young people and adults to improve their mental health and resilience. We are passionate about our purpose and values, and driven by a desire to see good mental health as the norm in society.

We have been operating for 40 years, and are embedded in the community in Stockport, delivering a range of services in schools, community locations, online and from our base on Middle Hillgate. We support over 3,000 adults, young people and children each year to improve their mental health and wellbeing through counselling, therapy, wellbeing services, group support and targeted projects.

## How We Make A Difference

### Our Vision

A society where everyone is able to cope with distress and has the opportunity to enjoy a happy life

### Our Mission

We build resilience in communities by supporting adults, young people and children experiencing mental and emotional distress

### Our Work

We do this by providing one to one counselling, group programmes and through community projects

### Where We Work

We deliver counselling in Stockport and surrounding regions within Greater Manchester. We counsel in our central 'Beacon House', in over 20 schools and in two other local charity centres.

## Our Values Shape All That We Do

### Respectful

We do not judge; we listen and understand

### Inclusive

We are accessible to everyone and treat everyone as an individual

### Friendly

We're warm, caring and we'll support you

### Professional

We care about the quality of what we do and we are committed to self-development

### Can-do

We are proactive, passionate and find the best way to support you

### Self-Care

We practice what we preach, taking care of each other and ourselves.

# Beacon Services Overview



## Our Voluntary Service

We believe that a person's financial situation shouldn't limit their access to high quality help and support. We offer a free counselling service to support anyone, no matter what their financial situation is.



There has been a fundamental change in me, I feel genuinely cared about and now believe in myself and my own judgement

### Client Feedback

## Stockport Homes Group Counselling Service

Delivered in partnership with Stockport Homes Group, Beacon provides a service to deliver counselling to Stockport Homes tenants who are in need, to transform their lives. We work in partnership to provide effective, high quality, short-term therapy for clients through an accessible or supported pathway.

## IAPT Brief Therapy

Improving Access to Psychological Therapies is our brief therapy service, providing quick access for up to 6 sessions, with exceptional recovery rates.

## Employee Wellbeing Programme

Our role in the workplace is to increase the well-being and resilience of staff at all levels, and to equip organisations with the skills and resources to raise and maintain higher levels of well-being across the organisation. This is relevant to all employers, as it encourages staff to seek help earlier rather than waiting for a more severe crisis.

## Private Practice & Couples Counselling Service

Beacon delivers one to one counselling to adults and children and young people within our private practice service, providing a space to talk about difficult feelings, overcome issues causing emotional pain or enable clients to make decisions and find effective ways of coping.

Alongside our one to one private sessions, in January 2024, Beacon will be launching a Private Practice Couples Counselling Service

# Beacon Services Overview



## Schools Counselling Service

We provide specialist counselling and group programmes to support the wellbeing of children and young people in schools across Greater Manchester with the service tailored to meet the demand to each individual school and their pupils. In addition to individual counselling we offer group sessions and clinical staff supervision



## Mental Health Support Teams

Working in partnership with Pennine Care providing emotional wellbeing support to students in Stockport Schools.

### Upstream

Working in partnership with Centrepont and DePaul, we provide emotional wellbeing support to young people in Manchester who are at risk of experiencing homelessness

## Compass

Using a monitored online platform, Compass supports young people who are experiencing anxiety and/or low mood to increase their tools to cope with adversity and build resilience.

## SHINE and S.O.S

The SHINE service offers early intervention support to all 11-17 year olds in Stockport to provide information, advice or guidance regarding their emotional wellbeing. The service includes a wellbeing group, an arts and creative group and signposting and advice.

Delivering sessions to young people aged 11-24 covering the 5 ways to wellbeing: Connect, Learn, Be active, Take notice and Give; S.O.S develops skills to support emotional wellbeing, build resilience and confidence. Sessions help young people realise their right to good mental health and wellbeing and support them to take control over it.

## Evolve Service

Evolve aims to improve the resilience and life chances of children who have grown up in local authority care.

Nearly two-thirds of care leavers were in care because of abuse and neglect and 50% experience mental health problems. As a result, care leavers are less likely to trust others and find it harder to form healthy relationships.

## Navigator

A step-down service for young people who have accessed more intensive interventions from Stockport Child and Adolescent Mental Health Services (CAMHS)

Focusing on providing emotional support and identifying tools, skills and alternative support systems to enable integration back into the community.

# We are looking for an

## CLINICAL AND TRAINING LEAD

### THE ROLE

The Clinical and Training Lead will act as a member of Beacon's Senior Leadership Team. They will provide guidance to support clinical excellence across the charity's work, and implement internal monitoring processes, as well as leading the development and coordination of a comprehensive CPD and supervision offer that enhances skills and supports personal and professional development across the team. The Clinical and Training Lead will also lead the development of a commercially available CPD offer, they will provide leadership to Beacon's team of clinical supervisors and they will act as a member of the safeguarding team.

We are working to bring greater diversity in all areas of our workforce and are taking action to encourage applications from people of colour and other racially minoritised communities, people with a disability, and people who identify as LGBTQ+ and/or older people (aged 50+), to improve the representation of colleagues from these communities, and are a Disability Confident employer.

We particularly want to encourage people from minority backgrounds to apply. If you are unsure about applying or have any questions then please contact us directly and we will be happy to have a conversation with you.

**If you have any questions or would like further information regarding the role before applying, please do not hesitate to get in touch.**

**Contact information can be found on the back page.**

### CONTRACT PERMANENT

(subject to references, checks and successful probationary period)

### SALARY

**£40,000**  
(per annum pro rata)

### HOURS

**30 - 37.5 hours per week (negotiable)**  
(Some weekend/evening work may be required)

### LOCATION

**Beacon office,  
50-52 Middle Hillgate,  
Stockport**

# EMPLOYEE BENEFITS

“

At Beacon, alongside our values, we recognise the importance of providing a supportive environment for all of our employees.

”

**STAFF  
COUNSELLING  
SCHEME**

**PENSION  
WITH 3%  
EMPLOYER  
CONTRIBUTION**

**UP TO 35 DAYS  
ANNUAL LEAVE  
INCLUDING BANK  
HOLIDAYS**

**TRAINING**

**RETAIL  
DISCOUNT  
SCHEME**

**SUPPORTIVE,  
FRONT FACING  
ADMINISTRATION  
HUB TO ASSIST  
WITH CLIENT  
BOOKINGS AND  
QUERIES**

**APPROVED  
DISABILITY  
AWARENESS  
EMPLOYER**

**CYCLE  
TO WORK  
SCHEME**

**REAL LIVING  
WAGE  
ACCREDITED  
EMPLOYER**

# ROLE DESCRIPTION

**Beacon Counselling is committed to the safeguarding of children, young people, and adults. All successful candidates are required to have a current Enhanced DBS check with Beacon Counselling before any offer is confirmed**

## Main Objectives of the Role

- Acting as a member of the Senior Leadership Team to ensure that Beacon's work and developments align with its charitable objectives, and that Beacon's values are lived through all aspects of our work
- Working with the Senior Leadership Team to ensure that Beacon's services are high quality, meet performance targets and are delivered in line with relevant legislation, and Beacon policies
- Providing effective leadership to Beacon's team of clinical supervisors
- Leading the development and coordination of a comprehensive CPD and supervision offer for Beacon's team, to enhance skills and support personal and professional development
- Leading the development of a commercially available CPD offer for external practitioners and organisations, to provide unrestricted income to Beacon
- Acting as Designated Safeguarding Lead on a rota basis in collaboration with other members of the Safeguarding team

## Acting as a member of the Senior Leadership Team to ensure that Beacon's work and developments align with its charitable objectives, and that Beacon's values are lived through all aspects of our work

- Working closely with the CEO and Senior Leadership Team to develop and deliver Beacon's strategy in order to further our charitable objectives
- Participating in relevant Board and committee meetings, making contributions and being willing to take the lead as appropriate
- Working with the team to produce and maintain a full suite of effective policies and procedures to support best practice, and raising awareness of policies and procedures across Beacon
- At all times, modelling behaviours that demonstrate Beacon's values, both internally to the team, and externally to stakeholders
- Being willing to challenge behaviours within the team that are not aligned to Beacon's values, and also to be challenged where necessary
- Alongside all colleagues, support Beacon's marketing, communications and fundraising functions as appropriate
- Working with the team to ensure effective use of all Beacon's resources, including personnel and premises
- Working with the CEO and Senior Leadership Team to support Beacon-wide team events, including development and delivery where appropriate
- Working with the CEO and Senior Leadership Team to develop and deliver a strategy to reduce Beacon's impact on the environment to less than zero
- Working with the CEO, Senior Leadership Team and Board to develop and deliver a strategy to ensure that Beacon is an inclusive organisation
- Taking the lead on specific projects from time to time, in agreement with the CEO

# ROLE DESCRIPTION

**Working with the Senior Leadership Team to ensure that Beacon's services are high quality, meet performance targets and are delivered in line with relevant legislation, and Beacon policies**

- Taking responsibility for keeping up-to-date with industry-specific developments and standards for good practice
- Taking responsibility for maintaining own skills and levels of CPD
- Pro-actively providing guidance to the CEO and Senior Leadership Team in support of Beacon's ambition to provide excellence in practice standards
- Leading the development and delivery of internal monitoring and auditing processes to ensure high levels of practice standards, including safeguarding practice
- Using monitoring data and service feedback to review the effectiveness of service delivery and clients' experience, and working with the Senior Leadership Team to apply learning in line with Beacon's values and charitable objectives
- Producing performance reports for internal use as necessary
- Working with the Senior Leadership Team to support Beacon to meet KPIs and targets as detailed in contracts, agreements or Beacon's operational plans
- Working with the CEO and Senior Leadership Team to support the development of budgets that answer the needs of the charity
- Working with the Senior Leadership Team and relevant team members to meaningfully develop Beacon's participation and engagement of beneficiaries

**Providing effective leadership to Beacon's team of clinical supervisors**

- Leading Beacon's team of staff and freelance clinical supervisors, building a culture that is aligned with Beacon's values and connects the team to our charitable objectives
- Ensuring that regular line management is delivered to Beacon's clinical supervisors, facilitating their development and ensuring their performance is maximised in support of Beacon's services
- Leading recruitment and induction for members of your team, in line with Beacon's policies and processes
- Maintaining continuous oversight of the team's performance in order to reward success and address issues promptly and in line with Beacon's policies

**Leading the development and coordination of a comprehensive CPD and supervision offer for Beacon's team, to enhance skills and support personal and professional development**

- Developing and coordinating a comprehensive programme of CPD for the Beacon team that meets the needs of the charity, enhances the skills of the team and supports their personal and professional development
- Coordinating a comprehensive supervision offer for the Beacon team that meets the needs of the charity, enhances the skills of the team and supports their personal and professional development
- Where appropriate and as agreed with the CEO, delivering elements of the CPD and supervision offer to the Beacon team

**Leading the development of a commercially available CPD offer for external practitioners and organisations, to provide unrestricted income to Beacon**

- Identifying and exploring opportunities to offer CPD commercially to external practitioners and organisations
- Working closely with the CEO and relevant team members to develop plans for the growth of the commercial CPD offer
- Working closely with the CEO and relevant team members to link commercial CPD offer to plans for the growth of the EAP offer
- Taking responsibility for ensuring the commercial CPD offer is delivered in line with agreed timescales and targets



# ROLE DESCRIPTION

## **Acting as Designated Safeguarding Lead on a rota basis in collaboration with other members of the Safeguarding team**

- Acting as one of the Beacon's team of Designated Safeguarding Leads
- Providing lead cover on a rota basis, and back-up cover for other members of the Safeguarding team as agreed
- Dealing promptly and effectively with all safeguarding issues and concerns when acting as Designated Safeguarding Lead
- Supporting other members of the Safeguarding team in Beacon's response to safeguarding issues as required
- Ensuring your Safeguarding training and practice are kept up-to-date and in line with best practice
- Working closely with other members of the Safeguarding team to ensure Beacon's training, policies and processes are up-to-date and in line with best practice

## **Other Responsibilities**

- Carrying out any other tasks commensurate with the role and after discussion and agreement with the CEO

# PERSON SPECIFICATION

Attributes	Essential	Desirable	Method of Assessment
Education / Qualifications/ Membership	<ul style="list-style-type: none"> <li>Professional qualification in counselling (level 4 or above)</li> <li>Professional qualification in counselling supervision</li> <li>Member of BACP (British Association for Counselling and Psychotherapy) or other recognised body</li> <li>Evidenced commitment to appropriate CPD</li> </ul>	<ul style="list-style-type: none"> <li>Accredited Counsellor or working towards accreditation with BACP or other recognised body</li> <li>Management or leadership qualification</li> </ul>	<ul style="list-style-type: none"> <li>Certificates</li> </ul>
Experience	<ul style="list-style-type: none"> <li>At least 5 years' post-qualification practice as a counsellor</li> <li>At least 2 years' post-qualification practice as a counselling supervisor</li> <li>Demonstrable experience of dealing with a wide range of safeguarding issues</li> <li>Demonstrable experience of making clinical counselling decisions and managing risk</li> <li>Experience of developing and delivering training (preferably in a counselling and/or charity environment)</li> </ul>	<ul style="list-style-type: none"> <li>Experience working in the 3rd sector or with agencies in the 3rd sector</li> <li>Experience of supervising work in: couples, EMDR, other modalities or non-counselling settings</li> <li>Experience of leading a team</li> <li>Experience of leading innovation</li> <li>Experience of developing policies and procedures</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> <li>Interview</li> <li>References</li> </ul>
Knowledge	<ul style="list-style-type: none"> <li>Sound knowledge of BACP (or other recognised body) practice standards and recommendations</li> <li>Sound knowledge of confidentiality and data protection</li> <li>Demonstrable understanding of, and commitment to the reduction of, social inequalities</li> <li>Knowledge of a range of modalities in counselling practice</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of local environment for counselling and charitable agencies</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> <li>Interview</li> <li>References</li> </ul>

# PERSON SPECIFICATION

Attributes	Essential	Desirable	Method of Assessment
Skills	<ul style="list-style-type: none"><li>• Demonstrable commitment to and focus on quality and high standards of practice</li><li>• Track record of effective working as part of a team</li><li>• Highly effective communicator in one-to-one and groups, and through written communication in different formats</li><li>• Ability to facilitate good communication across people and teams, including where there may be disagreement</li><li>• Highly effective time management</li><li>• Effective use of Microsoft 365, and relevant client database</li><li>• Ability to maintain accurate and appropriate records of work</li><li>• Demonstrable understanding of, and ability to effectively manage, professional boundaries</li><li>• Evidence of ability to deal with ambiguity and complexity</li><li>• Demonstrable ability to think strategically and engage in organisational planning</li></ul>		<ul style="list-style-type: none"><li>• Application</li><li>• Interview</li></ul>
Other	<ul style="list-style-type: none"><li>• Understanding, willingness and ability to work to Beacon's purpose, values, policies, procedures and guidelines</li></ul>		<ul style="list-style-type: none"><li>• Interview</li></ul>

# HOW TO APPLY

## ARE YOU INTERESTED IN APPLYING TO JOIN OUR FANTASTIC TEAM...

If you would like to apply for this role, or for further information, please contact our CEO, Sandi Marshall at [sandi@beacon-counselling.org.uk](mailto:sandi@beacon-counselling.org.uk)

Application is by submission of both an up-to-date CV and covering letter to [sandi@beacon-counselling.org.uk](mailto:sandi@beacon-counselling.org.uk)

The closing date is:  
**Friday 19th January 2024 at 12noon**

Please note: We will be unable to accept applications after the deadline has passed.



## CONTACT

### Beacon Counselling

50-52 Middle Hillgate, SK1 3DL

0161 440 0055

[admin@beacon-counselling.org.uk](mailto:admin@beacon-counselling.org.uk)

[www.beacon-counselling.org.uk](http://www.beacon-counselling.org.uk)



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