

Job Description & Person Specification

Job Title	Senior Therapist
Location	London / hybrid (working from home)
Hours	35 hours (full time) Fixed Term Contract – 12 months
Accountable to	Service Lead
Responsible for	Therapists (inc Honoraries)
Job Band	5 (Senior Practitioner)
Salary	£36,000 - £38767 (upper part of band 5)
Last updated	February 2024

Job Purpose

The senior therapist will undertake clinical work at Respond's clinic in London and in the community, working across a range of services as agreed at recruitment and as regularly reviewed and or required. This may include working with children, young people and adults with learning disabilities, and autistic people who have experienced abuse and/or trauma and their families. The postholder will also support and upskill professionals in the sector.

1/ Duties and Key Responsibilities

1.1 Clinical

- Provide clinical assessments and appropriate recommendations for young people and/or adults with learning disabilities and autistic people who have experienced, trauma or abuse, including neglect.
- Provide individual and/or group weekly psychotherapy to clients with learning disabilities and autistic people.
- Prepare reports as necessary and respect confidentiality.
- Attend clinical supervision to present clinical material and contribute appropriately to the supervision of other clinicians.
- Case-manager to the supporting clinician for a number of therapy clients, supporting psychotherapy and working with the network.
- Contribute to processing enquiries, referrals and assessments.
- Monitoring of all clinical outcomes within case management cohort.
- Implement effective inter-agency practice, ensuring good lines of communication between therapy and the client's support network.
- Attend professional meetings as the caseload requires.
- May also include some of the duties listed below depending on which services have been agreed at recruitment or a later point:
 - Provide clinical interventions with families and couples, as required by the family service.
 - Provide specialist risk assessments and psychotherapy for people with learning disabilities and autistic people
 - Provide trauma assessments (PTSD/CPTSD) as required by the family support and/or survivors' service.

1.2 Improving Practice

- Develop and deliver training, workshops and psychoeducation packages as required.
- Facilitate clinical supervision to individuals and groups working with people with learning disabilities and autistic people who have experienced abuse or trauma.
- Facilitate reflective practice groups to staff teams in other organisations working with people with learning disabilities and autistic people.

1.3 Monitoring and Evaluation

- Ensure therapy, training and workshop interventions are effectively recorded, monitored and evaluated.
- Compile data for commissioners and funders.
- Collate service delivery information.
- Maintain client records confidentially.
- Undertake training in Respond's CRM and engage in its effective use.

1.4 Stakeholder Relationships

- Develop and maintain effective working relationships with external agencies and partners to enable service development.

2/ General Responsibilities (applicable to all staff)

- Access and work within Respond's policies and procedures.
- Ensure all work is undertaken in accordance with child and adult safeguarding guidelines and policies
- Attend internal cycle of team meetings relevant to this role.
- Engage with line management, supervision (where appropriate) and appraisal process.
- Comply with data protection regulations, ensuring that information on clients, employees, volunteers and other stakeholders remains confidential.
- Take responsibility for personal learning and development with support from line manager.
- Work in a manner that facilitates equal opportunities and inclusion for all.
- Remain professional and respectful at all times, promoting positive relations with all those we encounter in our work.
- Maintain health and safety and risk awareness for self and others across the organisation.
- Undertake any other duties that Respond may require within the remit of this role.

This job description does not form part of the contract of employment. It is intended as a guide to the general scope of duties and is not definitive or restrictive. It is expected that some duties will change over time and this description will be subject to review with the postholder at their annual appraisal.

Person Specification

Job Title	Senior Therapist
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Experience

- Considerable post qualifying experience as a psychotherapist or creative arts therapist.
- Substantial experience working with people with learning disabilities and autistic people.
- Actively working as part of a team to achieve shared goals.
- Partnership working with third sector agencies and statutory services.
- Maintaining quality standards in one's own work and encouraging others to do the same.
- Designing and running groups, workshops or training.

Skills and Abilities

- Effective spoken and written communication skills which engage staff, professionals, people with learning disabilities, autistic people and their families.
- Written communication skills that produce clear project and case reports; reports to funders and contribute to funding applications.
- Interpersonal, training and groupwork skills which engage a broad range of participants.
- Troubleshoot and problem solve difficult situations calmly, diplomatically and effectively.
- Manage risk and recognise potential impact of decisions across an organisation.
- Manage time and workload effectively in order to meet competing priorities and deadlines.
- Maintain client records and notes accurately.
- Work independently and as part of a team.
- Work within a trauma informed approach.
- Microsoft 365 including Word, Excel, Outlook and PowerPoint and ability to use internet and customer relationship management (CRM) software.

Knowledge

- Safeguarding and child protection laws, frameworks and their meaningful implementation.
- Understand the impact of abuse and trauma.
- Understand monitoring and evaluation processes.
- Understand the challenges of working in the voluntary sector.

Education & Qualifications

- Masters in Psychotherapy or Creative Arts Therapy.
- Registered with BACP, HCPC, UKCP, BPC or equivalent.
- Continuing professional development relevant to the post.
- Training in Clinical Supervision (desirable)

Other Requirements

- Commitment to anti-discriminatory practice and equal opportunities and able to apply awareness of diversity issues to all areas of work.
- Awareness of current limitations and seek support when required.
- Able to travel pan London.
- Able to travel nationally, when required and agreed.
- Occasional overnight stays, when required and agreed.
- Attend evening meetings in London around twice a year.

Legal Requirements

- Exempt under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.
- Enhanced DBS check.

Job Description Agreement	
Postholder Name:	Date:
Postholder Signature:	
Line Manager Name:	Date:
Line Manager Signature:	