

C A N D I D A T E P A C K

SWEDA

#ENGAGE

#ENABLE

#EMPOWER

★
**2021
Winner**

GSK IMPACT Awards
In partnership with
The King's Fund

**COUNSELLORS
ON PLACEMENT**

**ADULT AND
CHILDREN & YOUNG PEOPLE**

About SWEDA

Somerset & Wessex Eating Disorders Association, better known as SWEDA, is a regional charity supporting people affected by eating disorders across Somerset and the surrounding area.

Set up in 1992 by a group of sufferers and carers, SWEDA has since provided a range of services for people struggling with anorexia, bulimia, binge eating and compulsive overeating.

Our services also provide support to family members and friends engaged in the difficult task of supporting someone close to them. SWEDA is a Pro-Recovery organisation based on the principles of Self-Help. We believe in enabling and empowering individuals, who choose to use our service to aid their recoveries, to live as satisfying a quality of life as possible. We are motivated by the importance of honesty, openness and trust in relationships with all users of the service.

Our Vision:

To support everyone affected by eating disorders across Somerset and Wessex.

Our Mission:

We engage with people affected by eating disorders, including family, friends and carers, by offering hope and enabling access to support services to empower recovery.



Our 9 Core Values

Safe	Respecting boundaries and confidentiality.
Flexible	Providing family friendly services and workplace environment
Professional	Being an exemplar of good practice in all aspects of our work
User Influence	Listening to our clients to ensure they are at the heart of all we do
Ambitious	Motivated and aspirational in our work
Collaborative	Working in partnership with our clients, their families, statutory and voluntary organisations
Pro-recovery	Supporting our clients to remain hopeful that recovery is possible
Compassionate	To our clients, staff, and volunteers in time of need
Holistic	Responding to the complexity of our clients needs

We believe that all people:

- Have the right to feel they belong and are valued
- Should have the freedom and opportunity to make well informed decisions
- Have the power to change and manage their lives

We endeavour to provide resources and informal, non-stigmatising services, which reflect the needs of the community.

We encourage people to use SWEDA to seek information, support and guidance in order to enhance their opportunities and make informed choices about their lives through the provision of our Support & Guidance sessions, Counselling, Self-Help Groups, College Project and other services.

We are committed to offering opportunities for those in recovery to gain skills and build confidence.



SWEDA is the best place I have ever worked - it is a creative and supportive environment, where everyone has a say and where talents are nurtured

In a recent staff survey, 100% of the respondents agreed that they were proud to be a member of staff at SWEDA



Our vision is to have a workforce that is reflective of the communities we serve; therefore, we actively encourage and welcome applications from candidates of diverse cultures, perspectives and lived experiences. We are committed to challenging the inequalities of society and will continue to learn and grow as a charity to ensure that we provide an inclusive and welcoming environment for all.

Organisational Structure

Trustees

Clinical Lead

Chief Executive

Chief Operating Officer

Head of Fundraising

Admin

SERVICE DELIVERY

INFRASTRUCTURE

BNSSG

SOMERSET

FUNDRAISING

Area Clinical Lead

Support Workers x6

Counsellors on Placement x3

Deputy Clinical Lead

Area Lead

Support Workers x4

Counsellors on Placement x20

Children's Lead

CYP Therapists

Support Workers

Counsellors on Placement x2

Therapeutic Services Manager

Admin

Training

Digital

Trusts & Funds

Admin

Job Description



Job Title:	Counsellor on Placement – Adult or Children & Young People
Office Location:	SWEDA Head Office in Shepton Mallet OR our new Bristol location
Hours:	3 counselling hours per week plus admin time
We will provide:	Monthly supervision (N.B. You are required to meet some of the cost) Four free CPD training courses per year Out of pocket expenses (up to 32 miles per round trip) A supportive environment to carry out your work
You will gain:	First hand experience and knowledge of the running of a respected mental health charity Excellent support provided by our staff who will mentor you on your counselling journey A volunteer induction to answer all your questions The opportunity to work within an award-winning team of staff and volunteers

Tackling eating disorders as early as possible is critical to stop them becoming entrenched. The longer they go on, the more serious the impact on health, wellbeing, and recovery.

We are looking to add to our team of Counsellors on Placement. This role requires a Trainee Counsellor, working to Level 4 of a Counselling Diploma (preferably at Yr2), looking to broaden your knowledge of Eating Disorders. You will be working in a one-to-one environment offering counselling to our clients who either have an eating disorder or who are caring for someone with an eating disorder. It is essential to have a willingness to embrace and develop a broad range of counselling models.

We are looking for Counsellors to work with **Adults** as well as **Children & Young People**.

We respectfully request that you commit to your placement for a minimum of two years to ensure consistency for our clients, who sometimes require long-term counselling support.

Job Description

We are looking for a candidate who has the necessary skills & experience to fulfil the following role:

MAIN DUTIES & RESPONSIBILITIES

- Provide up to three voluntary counselling hours per week. We will ask you to start with one client and then progress to a maximum of three clients, when you feel you are ready
- Carry out client reviews alongside counselling to ensure the service is still appropriate for the client
- Attend clinical supervision on a monthly basis (you are required to meet some of the cost)
- Maintain appropriate record keeping in line with data protection requirements (admin time is in addition to counselling hours)
- Work within the professional boundaries and ethics as outlined by BACP

OTHER DUTIES & RESPONSIBILITIES

- Support the aims and objectives of SWEDA
- Comply with the culture and policies governing the organisation

MANAGING SELF

- Co-operation - having a positive and co-operative attitude
- Time - meeting agreed deadlines
- Adaptability/flexibility - being open to change and variety in the workplace
- Confidentiality - being respectful of client confidentiality and compliance with SWEDA's Data Protection Policy
- Dependability - being reliable, responsible and dependable; fulfilling obligations
- Initiative - a willingness to take on responsibilities and challenges
- Integrity - being honest and ethical

Person Specification

DETAIL

ESSENTIAL DESIRED

Qualifications & Training:

Working to level 4 of a Counselling Diploma (for a minimum of 6 months)

X

Experience:

Flexibility and ability to work on own initiative

X

Ability to work as a member of a team

X

Listening skills

X

Providing support one-to-one

X

Experience of relating to vulnerable young people

X

Experience of working with children and young people

X

Knowledge:

Sensitivity towards and understanding of eating disorders

X

Understanding the relationship between statutory and voluntary sector

X

Sensitivity & awareness of mental health issues

X

Basic understanding of the principles of Safeguarding legislation

X

Understanding the principles of self-help

X

Key Skills:

Proven interpersonal skills

X

Computer literate

X

Self-motivated and able to work independently

X

Time management skills

X

Excellent literacy and report writing skills

X

Other:

The role may require occasional evening and weekend work.

X

Full driving license and use of a car

X

Recruitment Process

Please apply by completing the application form and returning via email to admin@swedauk.org

5th June: Closing date for applications

14th June: Applicants informed they have been invited to attend a two day training workshop. Please note that there is a cost of £150 to attend, which will contribute to CPD hours needed to complete your course

12th and 13th July: Training workshop (cost as outlined above)

TBC: Formal panel interview with members of the SWEDA team

1st September: Start date

