

Job Description

Job title	Counsellor
Project/team	Counselling Team
Main place of work	Clouds House
Report to	Lead Counsellor
Date This is the date the job description was written	May 2019
Key contacts Internal and external	Lead Counsellors Treatment Manager Registered Manager Director of Residential Services (designated safeguarding lead) Treatment Team Clients Colleagues External agencies and other professionals – including care managers, key workers, criminal justice workers
Main purpose of the role In one or two sentences summarise why this role exists	Deliver the Clouds House treatment programme through case management, counselling and support to clients individually and through group therapy,
Key accountabilities Financial, decision-making, key targets	Delivery of the programme to the Clouds House model. Quality of service provided to clients. Retention of clients on the programme. Successful outcomes for clients – in particular, completing the treatment programme, client commitment to abstinent recovery, client engagement with a social support network. Good practice case management including quality record keeping. Safeguarding vulnerable adults and children by identifying and reporting.
Main duties	Carry out client assessments and risk assessments. Be an assigned case manager and facilitate clients' understanding of their addiction using recognised theoretical frameworks and the Clouds House Interpersonal model. Provide interpersonal group therapy Provide individual counselling sessions Deliver workshops and facilitate gender groups, community meetings and other group activities. Collaboratively create and review treatment plans with clients. Produce client files and case notes. Update the client database. Liaise with other relevant professionals about clients. Contribute to family meetings in consultation with the client. Identify safeguarding concerns and report in a timely and appropriate way. Attend all Treatment Team and Counselling Team meetings. Attend clinical group supervision, line management progress reviews and staff support sessions

<p>General duties Common to all roles</p>	<p>Comply with codes of practice, policies and procedures Take action to reduce health and safety risks Work in harmony with the Charity's values Respect others and value diversity Continuously develop knowledge, learning, skill and practice Continuously improve service delivery Perform other reasonable duties as may be required from time to time</p>
<p>Special conditions For example, unusual hours, travel</p>	<p>Some evening and weekend working on a rota basis, for which time off will be given during the week. Attend Clouds House annual Reunion.</p>