Job profile

|  |  |
| --- | --- |
| Job title | Youth Counselling Service - Group Facilitator & Network Coordinator |
| Place of work | Wellspring House Starbeck |
| Hours | Evening Empower Courses - 3 per year. Each course to consist of 8 weekly sessions of 1.5 hours. Courses start May, October and January. Salary covers all planning and delivery time.  Monthly Empower Network Group meeting 12 times per year. |
| Salary | £640 per Empower course (8 sessions) and £80 per monthly Empower Network meeting.  The job is funded by BBC Children in Need until January 2021. |

Headline responsibilities

Provide therapeutic group sessions for young people aged 12-18, working ethically within the guidelines of the BACP, and in agreement with Wellspring’s beliefs and values.

Position in Organisation

Works equally with the other group facilitator. This role is line managed by the Therapeutic Lead.

Key Tasks

Group Work

* Working with a colleague to deliver established material for therapeutic group sessions, with the objective of helping participants explore and grow in understanding of issues surrounding self-esteem, emotional resilience, and developing social skills & confidence. Run a minimum of three Empower Groups per year, on Thursday evenings.
* Develop mentors within each group through providing guidance and encouragement.
* Advertise, visit and promote Empower courses within local organisational networks.
* Recruit participants, manage referrals and negotiate issues of consent.
* Run monthly (evening) Empower Network meetings, for former course participants, creating a programme of creative activities and managing a small team of volunteers.
* With line-manager follow up safeguarding issues and any identified needs for on-going support, sharing information appropriately with other organisations, parents and supervisor.

Recording & Monitoring

* Collate feedback, observations, data and create a report from all group work as required by line manager and funders.
* The course is funded by BBC Children in Need, therefore, for each course, workers will need to provide all data, monitoring and records to complete reports, as specified in their funding criteria.
* Attend meetings with line manager at Wellspring and provide regular updates.
* Maintain close communication with line manager on all aspects of the role
* Manage a small materials budget
* Arrange appropriate external supervision for group work.