



## Job Description

### Sessional Talking Therapies Therapist

<b>Special Terms:</b>	Zero Hours Sessional Worker Contract Variety of hours available
<b>Hourly Rate:</b>	£15.62/hour (C5)
<b>Accountable to:</b>	Talking Therapies Programme Manager
<b>Accountable for:</b>	Service users

### Role Summary

LGBT Foundation is looking for practitioners who are already **qualified Therapist in at least one of the Talking Therapies (formerly known as IAPT) modalities below;**

- Counselling for Depression (CFD)
- Brief Dynamic Interpersonal Therapy (DIT)
- Interpersonal Psychotherapy (IPT)
- Couple Therapy for Depression (CTfD)
- Cognitive Behavioural Therapy (CBT)
- Mindfulness-based cognitive therapy (MPCT)
- Eye movement desensitization and reprocessing (EMDR)

The post-holder will be expected to provide high quality counselling services to LGBT adults who are experiencing mild to moderate mental health problems (step 3); working autonomously within professional guidelines and ethical frameworks. Counselling will be delivered in line with NICE guidelines, with the post-holder meeting agreed key performance indicators (KPIs) as set by the Talking Therapies Manager.

The post-holder will be expected to work closely with other Talking Therapies Service colleagues as well as the wider Services Team; ensuring that all clients receive a seamless service from LGBT Foundation; from referral to discharge.

We are taking positive action to encourage applications from people of colour (PoC) and other racially minoritised communities, trans, non-binary and/or older people (aged 50+), to improve the representation of colleagues from these communities in our staff team.

\* Trans is an umbrella & inclusive term used to describe people whose gender identity differs in some way from that which they were assigned at birth; including non-binary people, cross dressers and those who partially or incompletely identify with their sex assigned at birth.

## Role Accountabilities

### Clinical Skills

- Accept referrals via agreed protocols within the service, working closely with the Intake & Triage Service to ensure clients are put onto the most appropriate treatment pathway.
- Assess clients for suitability for counselling, stepping up or down using appropriate referral pathways if the client is deemed inappropriate for the service.
- Provide interventions to clients presenting with multiple and complex personal difficulties including those arising from mild to moderate mental health difficulties, based on accurate understanding and utilising a conceptual framework of the client's difficulties.
- Work with a range of presenting issues; supporting each client to explore a range of life issues which frequently are of a distressing emotional nature.
- Exercise sound theoretical knowledge of the processes of counselling based on evidence of efficacy and to employ a range of short term counselling interventions to meet the needs of the referred client.
- Follow LGBT Foundation protocols and best practice in the assessment and ongoing management of risk and safeguarding concerns, making disclosures to the appropriate agency/colleague where necessary.
- Explore opportunities to develop therapeutic group support for suitable clients.
- Maintain the highest professional standards of practice by undertaking regular professional/clinical supervision, caseload management supervision.
- Adhere to an agreed activity contract relating to the number of client contacts offered, and clinical sessions carried out per week in order to minimise waiting times and ensure treatment delivery remains accessible and convenient.
- Attend multi-disciplinary meetings relating to referrals or clients in treatment, where appropriate.

- Keep coherent records of all clinical activity in line with service protocols.
- Work closely with other members of the team ensuring appropriate step-up and step-down arrangements are in place to maintain a stepped care approach.
- Assess and integrate issues surrounding work and employment into the overall therapy process.

## Professional

- Ensure the maintenance of standards of practice established by LGBT Foundation and any regulating, professional and accrediting bodies (e.g. UKCP, BACP), and keep up to date on new recommendations/guidelines set by the department of health (e.g. NHS plan, National Service Framework, National Institute for Clinical Excellence).
- Ensure that client confidentiality is protected at all times and that LGBT Foundation's safeguarding principles, policies and procedures are adhered to at all times.
- Be aware of, and keep up to date with advances in the spheres of evidence-based psychological therapies and mental health.
- Display an ongoing commitment to developing knowledge and skills required to work effectively with a wide range of LGBT clients.
- Ensure clear professional objectives are identified, discussed and reviewed with the Mental Health Lead on a regular basis as part of continuing professional development.
- Use clinical supervision to reflect on and improve professional practice.
- Participate in individual performance reviews and respond to agreed objectives.
- Keep up to date all records in relation to Continuous Professional Development and ensure personal development plan maintains up to date specialist knowledge of latest theoretical and service delivery models/developments.
- Attend relevant conferences / workshops in line with identified professional objectives.

## Information & Data

- To maintain the highest standards of clinical record keeping including electronic data entry and recording, report writing and responsible exercise of professional self-governance.
- To ensure electronic recording of clinical activity meets the required standards, recorded accurately and in a timely fashion to meet the timely reporting of KPIs. Produce activity reports as requested by the Health & Wellbeing Co-ordinator (IAPT).
- Comply with LGBT Foundation's Information Governance and GDPR guidelines and DPA policies, ensuring that all sensitive information is dealt with in line with organisational standards.

## LGBT Foundation Accountabilities

- Display a genuine commitment to equality of opportunity and an understanding of the issues faced by all LGBT communities. LGBT Foundation will challenge any discriminatory behaviour or language if it occurs.
- Further, LGBT Foundation has a commitment to using the insight gained through it's work to make the organisation more inclusive and representative of all LGBT communities.
- Completion of specific tasks allocated through work plans, project plans and the annual business plan of LGBT Foundation.
- Provision of monthly information (accurate data and informative commentary) within your areas of responsibility for performance management purposes.
- Compliance with LGBT Foundation's policies, procedures, management and monitoring systems.
- We are a learning and development organisation and will consistently provide and support opportunities for staff to exceed theirs and our expectations. In common with all staff, you have a responsibility for drawing attention to your own training needs as well as those of colleagues that you work with that LGBT Foundation will then aim to support you with.
- Any other duties in line with your skills and abilities, as directed by your line manager.
- All staff are expected to maintain a flexible approach to their roles and respond to the LGBT Foundation's changing needs. The responsibilities of this post may be changed subject to review. This will be done in consultation with the post holder.

## Person Specification

### Skills & Abilities

- Completion of a British Association for Counselling and Psychotherapy accredited counselling course at diploma level (4) or equivalent
- Evidence of working towards British Association for Counselling and Psychotherapy Accreditation
- Excellent communication skills. Computer literate
- Has received training (either formal or through experience) and carried out risk assessments within scope of practice
- Able to develop good therapeutic relationships with clients
- High level of enthusiasm and motivation.
- Ability to work within a team and foster good working relationships
- Ability to work under pressure
- Regard for others and respect for individual rights of autonomy and confidentiality
- Ability to be self-reflective, whilst working with service users, in own personal and professional development and in supervision

## Experience

- Demonstrable experience of delivering short-term counselling
- Experience of working towards and meeting agreed performance and service targets
- Ability to manage own caseload and time

## Knowledge & Understanding

- Demonstrates an understanding of anxiety and depression and how it may present in a primary care setting
- Demonstrates knowledge of the issues surrounding work and the impact it can have on mental health
- Demonstrates excellent knowledge of the theory and practice of at least two therapeutic models
- Knowledge of medication used in the treatment of common mental health problems, particularly depression and anxiety
- Demonstrates an understanding for the need to use evidence based psychological therapies and how it relates to this post
- Robust knowledge and understanding of the common experiences and needs of the LGBT Community

## Terms and Conditions

- (i) **Hours** – 0 per week– with an expectation of evening and weekend work.  
*As travel across Greater Manchester is inherent in this role, project related travel costs will be covered by the programme, including all necessary travel associated with evening and weekend work.*
- (ii) **Annual Leave** – Accrued annual leave based upon hours work will be paid.
- (iii) **Probation Period** – Post subject to successfully completing a 1 month probationary period.
- (iv) **Hybrid Working** – As an organisation we follow a hybrid method of working. A commute would need to be self-funded so please bear this in mind if you don't live locally. If you have any queries, please contact Emine Akkunt on [emine.akkunt@lgbt.foundation](mailto:emine.akkunt@lgbt.foundation)

We understand that working for an LGBT organisation could impact on your identity, community and/or culture. If you would like to discuss this or any aspect of the role further, please contact Emine Akkunt on [emine.akkunt@lgbt.foundation](mailto:emine.akkunt@lgbt.foundation)