



Associate Psychotherapist /  
Counselling Psychologist  
Application Pack



## Job Details

<b>Job Title:</b>	Associate Psychotherapist / Counselling Psychologist
<b>Location:</b>	<b>Headway East London</b> , 238-240 Kingsland Road, London E2 8AX <b>Forest Primary Care Centre</b> , 308A Hertford Rd, London N9 7HD <b>Online</b>
<b>Starting Salary:</b>	£70/hour
<b>Contract:</b>	Self-employed Associate
<b>Team:</b>	Therapy
<b>Responsible to:</b>	Therapy Service Manager

## About Us

**Headway East London** ([www.headwayeastlondon.org](http://www.headwayeastlondon.org)) is a charity supporting people living with brain injury. Working across 13 London boroughs we offer specialist support and services for survivors and their families. We offer therapies, advocacy, family support and community support work alongside our day service: a community venue where people can make the most of their abilities and interests. We also promote awareness and understanding of brain injury by providing information to the public, and offering training to university students, professionals and businesses. Our vision is to build a community where people with brain injury are valued, respected and able to fulfil their potential.



## About the Role

As **Associate Psychotherapist / Counselling Psychologist**, you will provide psychotherapy assessments and treatment for people with acquired brain injury (ABI), and in some instances their family members, who have been referred to the Headway East London Private Therapy Service and the Enfield Brain Injury Service (Enfield).

You will join a dynamic team of professionals bringing expertise across a range of therapies to give each person living with brain injury what they need in the best way for them. Our unique interdisciplinary approach means that the team works alongside our service staff to identify the best therapeutic intervention.

## Principal Duties and Responsibilities

- Provide one-to-one counselling to private and Enfield clients with ABI on combinations of issues including: trauma and life-changing events; depression and anxiety; adjusting to acquired disability; sexual health; relationship and marriage problems; drug and alcohol dependency; anger management, aggressive and criminal behaviour.
- Ensuring that each brain injury survivor is supported according to their varying needs, including cognitive impairment or neuropsychiatric problems associated with ABI; evaluate progress and adapt therapy as necessary.
- Support, advise and provide brain injury education for clients and/or carers as appropriate, as well as provide advice to educational establishments, workplaces and other community resources to promote clients' successful (re) engagement in education / work / leisure in the community.
- Maintain accurate and up to date documentation for all of caseloads and provide written reports for external professionals such as GPs and case managers.
- Maintain up to date knowledge of clinical and professional development in the field of neurological psychotherapy, including selecting and requesting appropriate resources for the Psychological Therapy service while setting a high personal standard of practice incorporating this appropriately into clinical practice.
- Liaise regularly with the team to provide updates on issues relevant to member engagement in other aspects of their rehabilitation as part of the multidisciplinary team.



## Key Relationships – Internal and External

- Operational Staff – Headway East London
- Members/clients, their families and carers
- External Partners including health and social care providers, litigation professionals and case managers, educational settings and students

## Health & Safety/GDPR

- Comply with safe working practices as outlined in Headway East London policies and take reasonable care of your own health and safety and that of others who may be affected by acts or omissions at work.
- Report any accidents, incidents or near misses as soon as reasonably practicable.
- Comply with GDPR (General Data Protection Regulation) guidance as outlined in Headway East London policy and report any breaches as soon as reasonably practicable.

## General

- Be aware of and adhere to Headway East London policies.
- Cooperate with other departments to achieve good outcomes for our members.
- Take responsibility for own personal development and supervision, seeking out opportunities to learn new skills.





## Other

- Apply the Headway East London values and behaviours to every aspect of the role at all times.
- Protect and enhance the interests and reputation of Headway East London internally and externally.
- Commit to the organisational principles of:
  - coproduction
  - equity, diversity and inclusion
  - sustainability

## How you will work

- In a way which promotes diversity, equality of opportunity and anti-discriminatory practice in line with Headway's Equal Opportunities Policy.
- Operate at all times in a way that is consistent with Headway East London's legal responsibilities including data protection, health and safety legislation and guidance, seeking specialist guidance where appropriate.
- Work in accordance with Headway East London's aims, objectives, policies and procedures and to promote a positive image of the organisation and its members.
- Undertake such other duties as may reasonably be required, commensurate with the level of the post.





## Person Specification

Criteria	Essentials	Desirable
<b>Qualifications and specific training</b>	<ul style="list-style-type: none"> <li>• HCPC/BPS/BACP/UKCP accredited counselling qualification, preferably Counselling Psychology at Post Graduate level.</li> <li>• State Registration.</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of relevant courses/ components undertaken e.g. neuropsychology.</li> <li>• Systemic training and experience of working with couples and families.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Significant experience of clinical work.</li> <li>• Demonstrable experience of counselling work with people with acquired brain injury.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience working within a neurological setting.</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Good understanding of the issues relevant to persons with acquired brain injury.</li> <li>• Awareness of the issues associated with traumatic injury, drug and alcohol abuse, sexual health, marriage and relationship stress and disability.</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of the demographic Headway East London serves.</li> <li>• Understanding of the voluntary sector.</li> <li>• Awareness of the various other support services available in our catchment area.</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Advanced ability to work within BACP/BPS Code of Ethics.</li> <li>• Advanced ability to work within evidence-based practice guidelines.</li> <li>• Highly developed clinical reasoning and problem-solving skills.</li> <li>• Developed knowledge and experience of audit and monitoring.</li> <li>• Developed literacy and numeracy skills and working knowledge of Microsoft Office and Zoom.</li> </ul>	
<b>Personal attributes</b>	<ul style="list-style-type: none"> <li>• Excellent organisational and self-motivational qualities.</li> <li>• Ability to work under pressure and to stay calm in stressful situations.</li> <li>• Commitment to the values, behaviours and principles of the organisation.</li> <li>• Demonstrable commitment to working in ways which promote equity, diversity and inclusion.</li> <li>• Commitment to continuous personal development.</li> </ul>	
<b>Additional requirements</b>	<ul style="list-style-type: none"> <li>• This post is subject to an enhanced DBS check.</li> <li>• You will be required to work in either Haggerston or our Enfield clinic.</li> </ul>	

**The above job description and person specification agreement are not exhaustive but an indication of the duties the post holder may undertake and will be subject to review.**



## To apply

Applications will close when we have received a sufficient number of applicants. Please send your Application Form and voluntary Equal Opportunities Monitoring Form to [recruitment@headwayeastlondon.org](mailto:recruitment@headwayeastlondon.org).

For further information about the role and Headway East London, please contact Nora Brennan via email at [nora.brennan@headwayeastlondon.org](mailto:nora.brennan@headwayeastlondon.org) or call on **020 7749 7790**.

No agencies please.

Headway East London is an Equal Opportunities Employer and we are committed to ensuring that all staff are motivated, skilled and rewarded by their work. We welcome applicants regardless of race, religion or belief, colour,

national origin, sex, sexual orientation, disability, age and other protected status as required by law. We promote and protect human rights; they are the foundation of what we do.

We want to be an inclusive place where a diverse mix of talented people want to come and contribute their unique

strengths and perspectives. We are focused on equality and believe that all the fascinating characteristics that make us different, make us more able to deliver our life-changing work with passion and creativity.

