

Job Title: Associate School Project Manager

Reporting to: Place2Be Supervising Counsellor

Direct Reports: None

About this role:

Together we can change children's lives. Place2Be's mission is to ensure that no child or young person should ever have to face mental health difficulties on their own. For this reason, we are looking for a level 4 qualified counsellor/therapist who is passionate about supporting children and young people and keen to develop their clinical supervisory skills.

As a Place2Be Associate School Project Manager, your role will be supporting the Place2Be Supervising Counselor with all aspects of the role including delivering therapeutic interventions utilising Place2Be's Whole School Approach (WSA) which aims to work with all systems (parents, teachers, carers and other agencies). You will deliver therapeutic work as part of the clinical aspect of this role, including group and whole class interventions. You will support with the assessments and formulation of referrals into the service, identifying and delivering appropriate interventions and achieving the best outcomes for the children and young people we support. You will also provide support to the Place2Be Supervising Counsellor to allow them complete their role supervising and managing counsellors on placement.

You will work with a whole range of children and young people some of whom may present with anxiety, low mood or may disclose self-harm, suicidal thoughts or who may be experiencing abuse. You will be supported and work closely with your in-house Clinical Supervisor and line manager to discuss your caseload.

Key Responsibilities:

Service Delivery and Practice

- Ensure ethical clinical and operational practice and delivery of a full and effective service.
- Manage referrals from school staff, parents, children and external agencies such as Child and Adolescent Mental Health Service (CAMHS), in consultation with your line manager.
- Identify and discuss potential referrals with school and discuss with your line manager to ensure appropriate case management.
- Ensure our value of integrity is at the centre of your approach in communications, practice and commitment to development and learning.
- Carry out assessments and develop formulations to recommend the most appropriate intervention, placing the child and young person at the centre of your decision making.
- Undertake one-to-one clinical work and group work with children and/or young people, as agreed with you line manager, plan and deliver Place2Talk (drop-in) sessions and group work in consultation with the school and your line manager.
- As directed provide 'Place2Think' within schools for teaching staff to increase their awareness of mental health difficulties in children and provide them with tools to support their practice in the classroom and their wellbeing.
- Provide Parent Partnership sessions for parents/carers to increase their awareness of mental health difficulties in children and provide them with tools to support them with parenting at home and their wellbeing.
- Ensure all service delivery is in line with Place2Be's Equality, Diversity and Inclusion strategy and equal opportunity practices.

Relationships and Management

- Establish positive and effective relationships with the school including the Head teacher, school leadership team and wider school community to deliver Place2Be's model of counselling and therapeutic support.
- Build relationships with colleagues within your Place2Be Area as well as the wider teams, by actively participating in meetings, events and training thereby sharing best practice to develop clinical thinking, knowledge and learning.
- Build and develop relationships with children and parents/carers to ensure effective delivery of the Place2be service maintaining ethical practice and boundaries at all times.
- As directed by you line manager, liaise with Counsellor training institutions (colleges, universities) to maintain good working relationships ensuring new placements and placement reviews are successful.
- Support your line manager to complete periodic reviews on the Counsellors on Placements to ensure successful completion of their placement.

Safeguarding and Child protection

- Identify and report safeguarding concerns involving child protection or vulnerable adults following Place2Be's policies and procedures as well as school safeguarding compliance.
- When required, make recommendations and consult with the school for referral onto external services.
- Support with reporting as required for statutory purposes such as court hearings or police investigations.
- Keep up to date with all mandatory safeguarding training as required for your role.
- Ensure a confident and supportive approach to safeguarding when concerns are raised by Counsellors on Placement.

Data, Evaluation and Reporting

- Support the completion of termly reports on service delivery and annual outcomes in accordance with Place2Be guidelines and in conjunction with your line manager.
- Accountable for inputting data on Place2Be's School Services System relating to all activities and interventions in the school in a timely and accurate manner ensuring compliance with Place2Be data entry requirements.
- Use data to inform practice and improve impact.
- Understand trends from your data to enable you to contribute to the evaluation and development of Place2Be services nationwide.

You may be asked to undertake any other duties that are commensurate with the post as requested by your manager and you must carry out the duties in accordance with Place2be policies and procedures.

What you will need:

- A Level 4 qualification diploma or above in counselling, psychotherapy or arts/play therapy AND current registered/accredited/full/qualified membership of one of the following relevant professional bodies (BACP, UKCP, HCPC, ACC, NCPS, ADMP, BAPT, BAAT, BPC, COSCA,)
- Understanding and commitment to work in line with the [BACP competency framework](#).
- Experience of child protection/safeguarding issues and the assessment of risk or willingness to complete training in this subject.
- An understanding of the complexities and challenges children, young people and families face, and a commitment to work with compassion, perseverance, integrity and creativity.
- Experience of delivering therapy in a way that is underpinned with compassion, perseverance and

creativity.

- Ability to work flexibly and adapt to the changing needs of individual schools.
- Ability to form good working relationships with Senior Leadership Teams, Pastoral Leads and Teachers.
- Ability to use Outlook to manage calendars and send emails, Microsoft Word and Excel for producing reports, Microsoft PowerPoint to create presentations.
- Experience of working with databases to input, record and report on data or a commitment and ability to learn.
- Ability to capture and report on information which will enhance your own Clinical Supervision sessions
- Experience of working as part of a multi-disciplinary setting when addressing safeguarding concerns.
- Experience of working in a school environment.
- Proven evidence of continuing professional development and willingness and ability to undertake training as needed.
- A strong commitment to our values and ability to demonstrate these in your work: Perseverance, Integrity, Creativity and Compassion. <https://www.place2be.org.uk/about-us/our-work/our-mission-vision-and-values/>
- Ability to evidence self-awareness and emotional resilience ensuring you engage with people, activities and services as needed to ensure your mental health and wellbeing is supported.
- Ability to work across 52 weeks of the year as this role is not term time only.
- A willingness to undergo an Enhanced with barred list DBS check if appointed.