# South Dublin County Partnership

# Counsellor

# Part -Time 12 month Fixed Term contract

South Dublin County Partnership works with people who are socially excluded or are at risk of becoming so, and promotes social cohesion and labour market participation with a focus on the most disadvantaged neighbourhoods. This is achieved through a range of integrated activities in Health and wellbeing, Education, Training, Job Placement, Early Childhood Services, Enterprise Support and Community Development Programmes.

A vacancy has arisen for a part-time 19 hours per week counsellor position in South Dublin County Partnership. Reporting to the Health & Wellbeing Team Senior Manager the appointee will be placed within a dynamic Health & Wellbeing team with particular responsibility for implementing and developing mental health therapeutic supports to individuals and/or groups requiring access to these services.

**Job Description**

* Working with individuals to alleviate emotional distress and to encourage personal development.
* Work in confidential settings with individuals/groups who are experiencing emotional and mental health difficulties, including new issues of distress arising from COVID19.
* Support individual (s) to explore ways of coping with emotional/mental health difficulties through problem solving/goal setting and other best practice approaches.

This job description is not intended to be an exhaustive list of duties and responsibilities and may be reviewed from time to time to reflect the needs of the service.

**Qualifications/Experience:**

* Accredited member of the I.A.C.P. or I.A.H.I.P
* Minimum of two years relevant supervised experience in counseling since accreditation.
* Good understanding of the Local Development sector in South Dublin.

**Primary Roles and Responsibilities**

* To participate fully and work effectively within SDCP and the Health & Wellbeing Team in SDCP.
* Lead the delivery and development of the Counselling service.
* Build relationships of trust and respect with clients.
* Work with individuals/ groups.
* Provide counselling services - face to face or over the telephone across South Dublin County Partnerships’ remit.
* Provide assessments, therapeutic interventions and psychosocial support as appropriate and in line with best practice guidance for the delivery of counselling.
* Referral to appropriate services for progression both internally or externally as deemed necessary.
* Report writing as required – appropriate correspondence in line with GDPR and confidentiality agreements. Reports of activities and other progress reports as required.
* Maintenance and upkeep of confidential files and records in line with professional standards required by the appointee’s accrediting organisation and in line with GDPR.

**Person Specification Essential Criteria – The successful candidate will have:**

* Proven experience of working effectively in a team environment or in a private capacity.
* Experience of using good interpersonal skills (written and oral) across a diverse and wide range of audiences.
* Excellent Communication skills.
* Good IT skills and experience in report writing, progress reports and annual reports.

**Other**

* Car Owner with full clean driver’s license & use of own car for work purposes is an essential requirement.
* Garda Vetting will apply to this role.

**Health:**

The appointee must be fully competent and capable of undertaking the duties attached to the position and be in a state of health such as **would indicate a reasonable prospect of competence and ability to render regular and efficient service in SDCP.**

**Character:**

The appointee must be of good character. The appointee must work well with others and must be able to work as a team member.

**Application process**

**Applications by post only**

**Envelope must be clearly marked ‘Counsellor’ Post**

Three copies of CV and application letter to be sent to

Administration & Operations Department

South Dublin County Partnership

Unit D1, Nangor Road Business Park, Nangor Road, Dublin 12

**Closing Date for receipt of CV and letter: 5.00 pm Monday 27thJuly 2020**

Late applications cannot be considered.

No individual correspondence will be entered into.

South Dublin County Partnership is an equal opportunities employer.