



# Trauma Recovery CIC

SEXUAL, DOMESTIC & RELATIONAL TRAUMA

# Trauma Therapy Counsellor - Level 3

There are 3 parts to this document:

1. A full job description
2. How to apply
3. Case study and actions to complete

Thank you for your interest in our level 3 Counsellor position. Before you apply for the role, you may find it helpful to read about Trauma Recovery CIC on our [website](#) and/or our [main brochure](#).

We are an equal opportunities, inclusive employer and value lived experience and diversity. If you have any questions prior to completing the application form or case study, please email [hello@trcic.co.uk](mailto:hello@trcic.co.uk) 'FAO Melissa re level 3 Counsellor role'.

# Part 1: Job Description

## Overview

### Company Overview

Trauma Recovery CIC is a not-for-profit Community Interest Company dedicated to providing vital support services for victims and survivors of trauma. Founded in 2020, our mission is to build a safe, supportive, accessible, and sustainable service for the community.

Trauma Recovery CIC is an organisational member of the National Counselling and Psychotherapy Society and has won awards for commitment to the community and innovative services including a Gold Award from the National Lived Experience Charter and accreditation by the disability confident scheme.

### Location

Hybrid – the role is based at Trauma Recovery CIC head office in Welwyn Garden City; you will work in person from this base and other satellite locations in Hertfordshire as well as working remotely (online via video) from your home.

### Job Summary

In this role you will primarily work 1-2-1 with clients who have experienced trauma, providing a time limited focused therapy programme over 12 sessions which is based in phase 1 of the tri-phase model. As an experienced Counsellor you will work across all Trauma Recovery CIC trauma therapy and counselling services, including working with clients who have experienced sexual and/or domestic trauma, and those who are engaging with a partner addiction service.

As an experienced Counsellor, you will provide peer mentoring where required for newly qualified Counsellors and other team members and will be responsible for meeting with clients to complete initial appointments to determine the services suitability to meet their needs.

# Our Ideal candidate

*Finding the right person to join our team is essential. As a small non-profit the whole team work closely together, and as you will know, working in the field of trauma requires colleagues to together to support one another.*

- In this role, you will join dynamic team of Counsellors, Lived Experience Facilitators and Operations members. You will have a minimum of 3 years post qualifying counselling experience and have undertaken robust trauma training that has provided you with knowledge of the tri-phase model of trauma recovery, the links between substance use/addiction and trauma and a bottom-up approach to trauma recovery.
- You will have experience of and a desire to mentor Counsellors in Training and other less experienced Counsellors and enjoy taking an active role in peer support and development.
- You will have experience of counselling adults who have experienced sexual, domestic and/or relational trauma and be able to relate to their experiences.
- You will also have knowledge of links between trauma and substance use and be confident to work with clients who are currently using substances and those who are currently abstaining.
- You will embrace time limited phase 1 trauma work and understand the importance of providing safe, accessible phase 1 trauma focused therapy.
- You will have experience of working within a focused trauma model, and the desire to embrace the 'Beyond Trauma' therapy programme.
- You will have good knowledge and experience of safeguarding and how to support clients gently, ethically and kindly through this process, working with the Trauma Recovery CIC team and partners as required.
- You will be registered with a body such as the NCPS, BACP or UKCP who are PSA approved and will either hold or be willing to undergo an enhanced DBS check and subscribe to the subscription service.

Subheading

# Main Duties

- Provide 1-2-1 counselling sessions to clients in a safe and supportive environment.
- Provide time limited trauma-focused-therapy for clients who have experienced sexual, domestic and/or relational trauma following a focused programme.
- Work with clients experiencing addiction who have also experienced trauma, providing time limited trauma-focused therapy following a focused programme.
- Travel to satellite hubs around Hertfordshire to provide the above therapy (venues agreed in advance, one venue will be the base for the entire shift).
- Provide general counselling as required.
- Act as a peer mentor for newly qualified Counsellors and other team members.
- Maintain accurate records of client progress and interventions.
- Participate in clinical supervision and ongoing professional development.
- Act where necessary to safeguard clients following TRCIC policies and procedures.
- Commit to and work from a trauma-informed perspective, adhering to anti-discriminatory practice.
- Contribute to the continuous improvement of our services.
- Work within the ethical guidance of the National Counselling and Psychotherapy Society.
- Work within agreed boundaries, maintaining Trauma Recovery CIC values.
- Co-facilitate groups where required
- Attend and fully engage with team meetings and 121's
- Attend any TRCIC mandatory training events and maintain a training portfolio of continuous professional development attendance
- Complete further training to offer therapeutic support to clients in specific areas

# Skills, Qualifications Experience

Skill, qualification, experience	Essential	Desirable
Relevant qualification in counselling or psychotherapy at a minimum level 4 (e.g., diploma or degree).	Essential	
450 hours live Counselling training with an organisation recognised and course accredited by, NCPS BACP, UKCP	Essential	
Minimum 3 years in practice since qualifying (3 years of consistently working as a Counsellor)	Essential	
Experience of working in person and online	Essential	
Held MNCPS or equivalent and in good standing for at least 1 year	Essential	
Minimum 1.5 hours supervision per month	Essential	
Recognised and certified Trauma Training	Essential	
Commitment to CPD and deepening trauma knowledge	Essential	
A clear enhanced DBS check registered with the live checking service and references	Essential	
Safeguarding Qualification Level 2	Essential	
Experience working with adult clients, including those who have experienced trauma, domestic/sexual violence and/or addiction	Essential	
Strong communication skills with the ability to connect with diverse clients	Essential	
Experience of working within satellite centres		Desirable
Experience of client management systems		Desirable
Previous Leadership experience		Desirable
Designated Safeguarding Lead certification and experience		Desirable
Relevant personal Lived Experience of Trauma		Desirable
Qualification in Clinical Supervision		Desirable
Familiarity with IT systems for record-keeping and reporting	Essential	

# Working hours and Salary

## Working hours

**This is NOT a 9-5 role; the team at Trauma Recovery CIC work set shifts, the shift pattern is detailed below.**

Shifts enable the team to work together, with a team meeting at the beginning and end of each shift, due to this we cannot offer flexibility on the timings of the shifts.

The ideal candidate will work 26 hours across 4 days per week:

- Monday: 10am-5pm
- Tuesday: 9am-4pm
- Thursday: 1pm-8pm
- Friday: 9am-4pm

\*For the right candidate there is the possibility of offering a 5-day position (Wednesday: 10.30am-5.30pm), however this is funding dependent.

## Salary

£24,755.12 (£18.31 per hour) - £25,688 (£19 per hour)

\*The 5-day position salary @ 32.5 hours per week: £30,943.90 - £32,110

Trauma Recovery CIC is an Accredited Living Wage Employer and conducts annual pay reviews every April to align staff salaries with recommended increases.

# Part 2: How to apply for the role

## Step 1: Complete the application form

The application form can be found [HERE](#) once you start, you cannot save and return.

## Step 2: The case study

Read the case study and the questions we would like you to consider.

Record yourself answering the questions (no more than 10 minutes long)

Send the recording via WeTransfer to: [operationslead@trcic.co.uk](mailto:operationslead@trcic.co.uk) with the subject 'case study recording and your name' within 24 hours of completing your application form.

\*Please note the case study includes information about a fictional client relevant to the work at Trauma Recovery CIC, it contains information about sexual and domestic violence and abuse.

## Step 3: Additional information to send

Send your counselling and other relevant qualification certificates via email to : [operationslead@trcic.co.uk](mailto:operationslead@trcic.co.uk) with the subject 'additional info and your name' within 24 hours of completing your application form

# Case Study

Molly is 38 years old.

She was raped 13 months ago by her now ex-partner who she had been in a relationship with for around 10 months prior to him raping her.

Molly reported the assault to the police; however, the CPS told her of their decision 2 weeks ago that the case will not be taken to court and therefore a no further action (NFA) decision has been taken by the Crown Prosecution Service (CPS).

Molly contacted Trauma Recovery CIC and self-referred to the trauma focused Helix programme which offers her 12 sessions of trauma focused therapy. So far, she has attended 8 sessions of the 12-session programme meaning that she has 4 remaining sessions.

Molly has not disclosed any underlying mental or physical health diagnosis.

Molly lives with her daughter who is 17 and her son who is 12.

The perpetrator is not their father.

The children have contact with their father sporadically.

Molly has described her relationship with the children's father as 'fraught'.

Molly has support from her mum, older sister and 2 close friends.

Molly works in a care home caring for elderly people with dementia.

Molly has support from the ISVA team and has attended the local women's centre for support previously when her relationship with her children's father ended.

In the IA Molly's GAD 7 was 8/21, PHQ 9 was 7/27 and IES-R was 59/88

In the review at session 6, the GAD-7 and PHQ-9 remained the same and the IES-R had reduced to 51

## Current situation

Today session 8 has been completed and so Molly has 4 funded sessions remaining.

Molly was distressed in the session and found it difficult to self-regulate. Although completion of the GAD-7 and PHQ-9 was not planned for today's session, they were completed due to Molly's distress as a tool. The GAD-7 was 19 and the PHQ-9 was 21.

Molly shared that since the police told her the NFA decision, she has been worried that as the bail conditions have been dropped, her ex-partner will try to contact her. She is feeling unsafe and is finding it difficult to sleep.

Molly described what sounds like flashback nightmares,

When completing the outcome measures, Molly shared that often she has thoughts that she has let her family down and sometimes has thoughts that she and her children would be better off if she was not here anymore.

Molly is worried that she was doing well in her recovery initially, but the NFA decision has set her back.

Molly mentioned that she has not heard from her ISVA since the CPS NFA decision and is feeling unsupported. She is also aware that ISVA support will end soon due to NFA and is concerned about having no support as her counselling is also due to end in 4 weeks. She is aware that there is no further funding for counselling.

## Questions for you to answer

1. What are the key points that Molly has shared?
2. How would you explain Molly's reaction to the NFA decision in terms of trauma responses to **Molly**? (please note, what we are looking for is how you explain this to a client, not a professional)
3. What do the GAD-7, PHQ-9 and IES-R tell us?
4. What safeguarding concerns, if any, do you have?
5. What steps would you take during the sessions?
6. What steps would you take following the session?
7. What do you notice about your own processes here and what would you take to supervision?