



NORTH STAFFS CARERS

(hereafter shown as NSC)
Company Ltd. by Guarantee registered in England
Registered Company Number: 3313461 Registered Office:
Trent House, 234 Victoria Road, Fenton, Stoke-on-Trent, ST4 2LW
Registered Charity Number: 1062548

JOB DESCRIPTION

- Job Title:** Young Carers Counsellor
- Employed by:** North Staffs Carers
- Salary:** £11,840.40 per annum Pension
- Hours of Work:** 18 hours per week, flexible to meet the needs of the Association.
(Some evening and weekend work may be required.)
- Holidays:** 5 weeks pro rata + statutory Bank Holidays
- Responsible to:** Deputy Chief Officer
- Base:** Trent House, Fenton
- Area Covered:** North Staffordshire
- Contract Period :** March 2026

The aims of the Project:

To address the lack of knowledge, uncertainty and capability to cope during transitions in the caring role.

Identify and support poor mental, emotional and physical health, improving the Young Carers social life and educational attainment

Duties (Supporting Young Carers) :

- establishing a relationship of trust and respect with Young Carers aged 5-17
- provide counselling support primarily to Young Carers, with the opportunity of expanding this to within the family unit should this be beneficial to the individual Carer.
- monitor and record the Young Carers progress, keeping all details and records strictly confidential.
- be fully aware of the projects programme of activities and groups to help to advise and encourage the Young Carer to participate in them should they so wish.

- agreeing a plan to determine what will be covered in sessions (including confidentiality issues)
- encouraging Young Carers to talk about issues they feel they cannot normally share with others
- actively listening to Young Carer concerns and empathising with their position;
- accepting without bias the issues raised by Young Carers
- challenging any inconsistencies in what Young Carers say or do in an age related way
- helping Young Carers to make decisions and choices regarding possible ways forward
- refer Young Carers, their parents and families to other agencies who can provide them with further services/information where appropriate
- working to agreed targets in relation to Young Carer contact
- undertaking group as well as individual therapy
- respond to and follow up Young Carer Referrals, working closely with other team members.
- maintain telephone contact with Young Carers registered with North Staffs Carers Association
- encourage and develop Young Carers improved confidence
- develop and facilitate training seminars to improve resilience, develop coping strategies, self-esteem, confidence and personal aspirations
- provide practical age related information and advice to Young Carers
- to ensure, as far as possible, the safety and wellbeing of Young Carers when they are in the care of NSC
- undertake training for the post as required
- ensure that Young Carers are fully included in the development and monitoring of the project

General Responsibilities:

- Keeping up to date with general administration associated with the project.
- Attend meetings, present information related to the project.
- Participate in quality assurance and evaluation, including report writing, keeping statistics and attending meetings to report and monitor project progress.
- Going to regular meetings with your counselling supervisor
- Carry out other duties as requested by the Association, and to support the team effort.
- Abide by all the policies and procedures of NSC.
- Complete quarterly reports including statistics about the project
- Other duties coincidental to the position

This job description may be reviewed from time to time to consider the changing circumstances of the Association and the development of the project, following discussion with the post holder.

Employment is dependent upon the job holder having a full driving license

with no endorsements.

The jobholder must also have a commitment to the Association's ideals, confidentiality and equal opportunity policies.

This vacancy is subject to an Enhanced Disclosure - DBS.

Closing date for receipt of completed application forms 3rd January 2025

Interviews to be held week commencing Monday 6th January 2025

To save on administrative costs, we shall not be notifying unsuccessful candidates, for those who have not heard by Wednesday 8th January 2025 we thank you for your interest and regret that your application has been unsuccessful.