

**Job Title: Young Carers Counsellor****Hours: 18 hours (flexible to suit the job)**

This specification lists the skills, knowledge and experience required for this post. The selection process will be based on these criteria and your application will be assessed to see if it meets the requirements of the post. As the organisation is small, the post holder will be expected to undertake other duties when necessary.

<b>Qualities</b>	<b>Essential</b>	<b>Desirable</b>
<b>Knowledge</b>		
Have achieved a BACP diploma or advanced diploma in counselling – a detailed study of counselling theory and ethics, plus supervised work placement.	*	
Solution focussed, experience of time limited service		*
Understanding of the issues facing Carers	*	
Good Standard of numeracy, literacy and Computer Skills	*	
Knowledge of current legislation affecting Carers	*	
Hold a recognised First Aid Qualification		*
Knowledge of the Voluntary Sector, Health and Social Services		*
An awareness of Equal Opportunities within this context, thus ensuring there is no discrimination on any grounds	*	
<b>Skills and Abilities</b>		
Have the ability to deal with difficult situations in a professional manner	*	
Able to communicate at all levels and effectively and sensitively with Carers	*	
The capability to liaise professionally with Carers, their families, schools, colleges and other agencies	*	
Excellent listening skills	*	
Good organisational skills	*	
Ability to write reports and take notes at meetings	*	
Ability to disseminate and collate information	*	
<b>Experience</b>		
A commitment to safeguarding	*	
Experience of developing services to meet the needs of the user		*
Experience of working with Young People individually and in group settings	*	
Experience of offering emotional support to Carers	*	
<b>Personal Attributes and other requirements</b>		
Willingness to take part in training	*	
Be prepared to carry out other duties which may be allocated from time to time	*	
A commitment to confidentiality and to the ideals of NSC	*	
Self motivated and able to work alone with minimum supervision	*	
Approachable, warm personality and have a sense of humour	*	
Smart/casual appearance appropriate to the occasion	*	