



Job Description

Job Title	Lifecentre Clinical Lead
Reports to:	Lifecentre Chief Executive Officer
Salary:	£37,761 - £39,190 pro rata
Hours:	15 hours per week
Team:	Senior Management Team
Main location/base:	Chichester

Section 1 – Job summary

Lifecentre supports survivors of sexual violence in West Sussex with high quality therapy and support services. We aim to bring hope, guidance and fresh possibilities to those on a journey of transformation. We create a safe haven where people feel empowered to share their story without judgement, providing a consistently first-class service delivered by highly experienced and qualified therapists, bringing together a compassionate team of people with a thirst for transformation and a commitment to help others live life to the full.

As a pivotal role within the Senior Management team, the Clinical Lead will contribute to shaping Lifecentre clinical services. Reporting to the Chief Executive Officer (CEO), they will work alongside the clinical lead for therapy, and will be responsible for our pre-therapy support, including psychoeducational groups. The post holder will lead, direct, and manage the pre-therapy clinical team, managing and monitoring performance. Ensuring Lifecentre policies and procedures are adhered to, kept up to date and uphold the best interests of our clients and mission as a charity. The roles will work together to provide support to the whole clinical team.

The person in this role will demonstrate strategic leadership and be able to lead and support their teams in achieving therapeutic goals. They will be a BACP or ACC accredited therapist or equivalent, with clinical experience, including working with trauma and complex mental health issues. They will have experience of safeguarding children and vulnerable adults and be skilled in holding professional boundaries effectively. The post holder will also be a committed and mature Christian who is an active part of a church community.

Key Responsibilities	Key elements
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Senior Management responsibilities	<ul style="list-style-type: none"> • Be an active member of Lifecentre Senior Management team, supporting the CEO in developing and delivering the strategic objectives and business plan for the organisation. • Develop, lead, and deliver the clinical strategy for Lifecentre, making sure that our services, particularly pre-therapy services, meet client needs. • Manage external stakeholders, attend events and meetings, and give presentations to drive awareness and support for Lifecentre. • Ensure all clinical activities are conducted in a manner which meets statutory and regulatory requirements and fits with the organisation's values and ethos. • Ensure Lifecentre's values of creating safety, cherishing diversity, showing kindness, nurturing hope. is embedded in all areas of responsibility. • Working as part of the SMT (Senior Management Team), develop, maintain, monitor, and report on clinical performance and KPIs (key performance indicators). • Provide assurance to the Chief Executive on the quality of the pre-therapy clinical services. • Other activities as required from time to time to ensure the effectiveness of Lifecentre clinical services.
Clinical oversight	<ul style="list-style-type: none"> • Provide leadership and support to the clinical team and group facilitators, in collaboration with the senior therapists. • Support the senior therapists in the delivery of their roles, providing guidance on clinical and team issues. • Support the Office Supervisor in their oversight of the client support officers who oversee the client's journey before therapy. • Make sure, using CORE (Clinical Outcomes in Routine Evaluation), Cliniko and Salesforce, the quality of clinical outcomes is evaluated and monitored and informs improvement plans. Develop group facilitators and senior therapists use of CORE and other tools if required. • Assist the Chief Executive Officer in revising, updating, and writing of new clinical policies and codes of practice to ensure all team members are working to necessary ethical and legal standards. • Act as the designated safeguarding office for Lifecentre, promoting a positive culture of safeguarding children, young

	<p>people, and adults. This includes ensuring that the charity adheres to local and national guidelines for safeguarding and ensuring that safeguarding issues are appropriately dealt with. It also includes making sure all Lifecentre staff have a good understanding of the safeguarding policy.</p> <ul style="list-style-type: none"> • Support the CEO in planning and conducting monthly team meetings, supporting the maintaining and development of Lifecentre's team. • Deal with any complaints in regards clinical services, liaising with the CEO, as necessary. • Continue to develop Lifecentre services to meet client need.
Training and development	<ul style="list-style-type: none"> • Design, deliver and/or arrange continuous professional development (CPD) days to continue to ensure a well-skilled team of counsellors and group facilitators. • Ensuring annual appraisals are conducted on all counsellors and group facilitators, taking personal responsibility for providing regular appraisals to the senior therapists, providing feedback, and encouraging personal development. • Ensure all counsellors and group facilitators have the appropriate training, experience and specialist knowledge required to see Lifecentre clients, such as working to safeguarding and pre-trial therapy policy. • Identify the need for training and development in partner agencies, i.e., police and local safeguarding children boards and ensure training is delivered as required.
Referrals and initial assessments	<ul style="list-style-type: none"> • Support the Client Support Officers in their assessment of the appropriateness of referrals to Lifecentre and when further information from other professionals is required. Advise client support officers on client/counsellor match. • Monitor with office staff the timeliness of our response to referral in line with our defined timescales and take any action to remedy, as necessary.
Recruitment and HR	<ul style="list-style-type: none"> • Maintain and develop the pre-therapy team in line with clinical need. Take a lead role in the recruitment of new group facilitators. • Develop and oversee the clinical induction of new staff. • Oversee resolution of any HR or contractual issues arising from the clinical team, in collaboration with the Chief Executive.
Partnership working	<ul style="list-style-type: none"> • Work alongside the Chief Executive Officer to represent Lifecentre and promote awareness of the issues facing

	<p>survivors of sexual trauma at key clinical forums and with stakeholders.</p> <ul style="list-style-type: none"> • Ensure effective partnership working within professional forums and facilitate Lifecentre becoming part of the developing scene of commissioned services. • Develop, maintain and monitor clear referral pathways and information sharing protocols with key partner agencies.
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Person Specification

Essential	Desirable
<ul style="list-style-type: none"> • Counsellor accredited with the British Association of Counselling and Psychology (BACP) or ACC (Association of Christian Counsellors) or equivalent. • Clinical experience, including working with trauma and complex mental health issues. • Extensive experience in building good working relationships with partner agencies. • Extensive experience of safeguarding children and vulnerable adults. • Experience of leading and motivating teams of counselling practitioners including providing clinical support, reviewing performance and developing the team. • Experience of strategic thinking and the ability to set a clear direction for their team to engage with and own. • A track record of training other professionals and partner organisations. • Experience in assessing suitability for counselling. • Experience of using measurement tools such as CORE. • Experience in recruitment. • Knowledge of the impact of grooming, power and control. 	<ul style="list-style-type: none"> • Ideally chartered with the British Psychological Society (BPS) • Ideally trained in working with sexual trauma. • Both adult and under 18 counselling. • Knowledge of pre-trial therapy

<ul style="list-style-type: none"> • Knowledge of the impact of trauma both short and long term. • Understanding of common mental health issues and how these apply to the potential engagement of clients with Lifecentre. • Fully committed to the charity sector with an empathy for, and understanding of, the challenges facing those who have experienced sexual abuse and violence. • A consultative management style with a flair for team building and development. Open to input from other staff and volunteers. • The ability to motivate and inspire a diverse range of staff in delivering a complex range of services and many of whom work with very difficult and sensitive material. • A good communicator, both written and verbal, with the ability to build strong relationships and collaboration with all stakeholders. • Strong professional/clinical judgement. • Skill in holding boundaries effectively. • A committed and mature Christian who is an active part of a church community. • Good decision-making skills. • Analytical thinking skills and the ability to see the bigger picture. • Able to provide a safe space for both clients and staff. • Skills of self-reflection and self-awareness 	
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GOR (Genuine Occupational Requirement) definition jobs – faith requirement

As a charity with a Christian Foundation, Lifecentre aligns itself with a Christian faith that upholds the intrinsic dignity of all people, their human rights and the importance of treating all people with respect, hope and value, irrespective of gender, sexuality, race, religion, disability or any other aspect of their special identity. We offer services on a non-discriminatory basis. Service users come from all faiths and none. They will always be respected for their personal faith preferences, including the preference to have no faith.

However, Lifecentre does make a faith requirement of certain GOR definition jobs within the charity for its staff and volunteers. Where there is a genuine occupational requirement of faith (GOR posts) for certain roles within the charity, we are inclusive of all Christian denominations, Catholic and Protestant, who acknowledge:

"God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures and, in obedience to God's will and the power of the Holy Spirit, commit themselves to proclaim the Gospel by common witness and service in the world."

This statement of faith was originally taken from the 'Churches Together in Great Britain and Northern Ireland' Statement of Faith and therefore Lifecentre would acknowledge all expressions of Christian faith that would fall within the broad remit of the national ecumenical body of 'Churches Together'.

Specifically:

1. We believe that the Christian dimension of Lifecentre's work require individuals in certain posts who themselves subscribe to and are seeking to live their own lives in accordance with Lifecentre's Statement of Faith.
2. Prayer is one of the services Lifecentre offers to clients, recognising that abuse can have spiritual as well as physical, emotional, relational and psychological consequences. This is offered to adult clients and to parents of children and young people to talk through what is wanted/appropriate for their child. Children will only be offered prayer if their parents request this, and the child also then wants it.

It is a requirement of individuals holding Lifecentre posts which offer therapeutic or other one to one service to be able to provide Christian prayer on the request of the client as above.

3. For these reasons, Lifecentre makes a genuine occupational requirement (GOR) status for all Lifecentre paid employees and volunteers having face to face or telephone contact with members of the public in a therapeutic or supportive role. This includes:
 - a. qualified counsellors/therapists who meet members of the public on behalf of Lifecentre, on a contractual basis for face-to-face counselling.

People appointed to these posts within Lifecentre are required to be subscribing to and seeking to live their own lives in accordance with the Statement of Faith, in order to uphold the Christian values and ethos of the Charity, to demonstrate a practical outworking of the Statement of Faith and to be able to provide Christian prayer on the request of the client.

4. It is a requirement that all trustees, directors and heads of department of the Charity also subscribe to and are seeking to live their own lives in accordance with the Statement of Faith.

Non - GOR Jobs at Lifecentre

Lifecentre does not make a faith requirement of all jobs within the organisation. Instead, people appointed to non - GOR jobs are required to work in a way that is actively sympathetic, respectful of and supportive towards the Christian values and work of the Charity and the role of prayer within the organisation. They should be comfortable and

congruent with being able to participate in Christian prayer for client and other team members' needs, seeking to be inclusive to all styles of church background represented, as this is part of the ethos of the charity.

- a. They include all volunteers and paid employees of Lifecentre working in support roles to the therapeutic services offered by Lifecentre.
- b. This includes fundraisers, counselling supervisors, office staff and cleaners.

GOR (Genuine Occupational Requirement) Definition jobs-female workers

Lifecentre specialises in counselling survivors of rape and sexual violation, whether this has been a recent incident or historical. We are open to survivors of all genders, adults and children, regardless of race, colour, nationality or ethnic origin, gender, disability, sexual orientation, educational status or religion. We offer both face-to-face counselling, with professionally trained counsellors, to survivors of all ages and their supporters, whether these be close family members or friends, or partners of survivors affected relationally by sexual violation.

Therefore, having regard to the nature and context of the work, the Occupational Requirement under Schedule 9 (part 1) of the Equality Act 2010 applies. It is an occupational requirement within the charity for its clinical lead and counsellor posts to be restricted to women. This is due to the nature of the role and clients generally requiring female counsellors. Lifecentre is an equal opportunities employer.

Working at Lifecentre

Hours of work at Lifecentre:

15 hours per week.

Our Chichester office is open from 08.30 to 15.30 but counsellors do work outside of these hours.

Holiday entitlement:

25 days per year pro rata plus public holidays.

Contract:

Permanent

Probation period for all appointments:

Subject to satisfactory completion of the first six-months of employment.

Where we are located:

Lifecentre has offices in Chichester, Worthing, and Crawley with Chichester as the primary base. This role will be based in Chichester, with some flexibility to attending meetings as required. Therefore, a full driving UK licence is required.

Other:

Terms and conditions of service: The appointee is expected to observe Lifecentre's agreed policies and procedures and to work within the definition of its Trust.

All appointees must comply with Lifecentre's safer recruiting policy which includes self-disclosure forms, references and a disclosure and barring service (DBS) check obtained by Lifecentre.

In line with general data protection regulation (GDPR) legislation 2018, it is the responsibility of this post to ensure that all computerised and written personal information relating to Lifecentre's clients, staff, or volunteers to which he/she has access, is regarded as strictly confidential. Lifecentre maintains confidentiality within the service, subject to its confidentiality policy.

There is a commitment from Lifecentre for this contract of services to be reviewed annually.

The recruitment process

To apply, email or post:

- Completed application form

To:

Emma Victory
Lifecentre
PO Box 58
Chichester
West Sussex
PO19 8UD

OR

emma@lifecentre.uk.com

Closing date for application:

Midnight on Friday 17 November 2023

Interviews will be held:

Week beginning 27 November 2023

If you have any queries about this role, please email Emma Victory at emma@lifecentre.uk.com

Further information about Lifecentre

Founded in 2001, Lifecentre is a charity with a team of qualified counsellors and trained volunteers who provide support and therapy for people who have had an unwanted sexual experience. We help our clients of all ages and genders to unlock the past, survive the present and reclaim their futures.

We provide:

- counselling for survivors of all ages and genders
- counselling for the close supporters of survivors
- play therapy for those under the age of 11

How we work

Team working is crucial to us at Lifecentre. In view of the work that we do, we strive to care for one another and help one another where possible.

The operations team support the work of the counsellors and helpline. They also contribute to fundraising bids wherever they can.

The appointee will be expected to observe Lifecentre's agreed policies and procedures.

As Lifecentre is a Charity with a Christian foundation, the appointee will be required to work in a way that is actively sympathetic, respectful of and supportive towards the Christian values and work of the Charity and the role of prayer within the organisation. They do not have to have a personal faith but need to be comfortable with the Christian ethos of the organisation.

Key Facts and Figures

Governance

A board of trustees governs Lifecentre, which is responsible for ensuring that the charity is well managed and abides by its charitable aims. The trustees support the work of our Chief Executive, who is responsible for managing the organisation, supported by our senior staff team.

Income and expenditure

Lifecentre has a turnover of around £1,000,000.

Staff, counsellors and volunteers

Lifecentre currently employs 18 people who work out of our office bases in Chichester, Worthing, and Crawley. A team of 21 (currently) qualified counsellors and play therapists deliver the core work of the charity on a self-employed basis.

Our values vision, mission, and values

Lifecentre's vision is to bring hope, guidance, and fresh possibilities to those who have had an unwanted sexual experience and are on a journey of transformation.

Our mission is to guide journeys of transformation by:

- Creating a safe haven where people feel empowered to share their story without judgement,
- Providing a consistently first-class service delivered by highly experienced and qualified counsellors,
- Bringing together a compassionate team of people with a thirst for transformation and a commitment to help others live life to the full.

Lifecentre's values are:

We create safety

Enabling others to open-up freely.

We help people to feel comfortable and have safe conversations free from fear and the disturbances of the outside world.

We cherish diversity

Seeing the unique potential in everyone.

We welcome people of all ages, faiths and backgrounds without preconceptions, and listen deeply to their stories.

We show kindness

Ensuring every person in our community feels valued.

We relentlessly care for those in need of support, tending to their physical, mental and spiritual needs.

We nurture hope

Believing in a brighter future.

We approach every challenge with an infectious optimism, inspiring others to see light in the darkest times.