



Document type	Job Description
Document title	Associate Clinical Supervisor
Document code	JDAS
Revision	1
Published date	13/1/22

Job description – Associate Clinical Supervisor

Location: HLF House/Pelaw/Zoom/Telephone

Employment status: Self-employed (£25/hour)

Hours of Work:

This role is subject to an Enhanced DBS check, proof of right to work in the UK and proof of professional indemnity insurance

Responsible to: Senior Clinical Supervisor

About NECS

NECS have been providing high quality counselling across the North East of England since 2006. Our mission is to create a world where mental health support is available and affordable to anyone who needs it.

Since 2020 we have been on a growth spurt, increasing the number of counsellors who provide service on our behalf which has in turn lead to a need for extra clinical supervision capacity.

Purpose of the post

The purpose of this role is to provide clinical supervision to counsellors delivering counselling on behalf of NECS.

Main duties and responsibilities

- Provide group and individual clinical supervision to NECS counsellors
- Provide clinical and specialist advice on areas requiring clinical guidance outside of supervision, as needed
- Ensure high ethical and professional standards are adhered to in line with BACP Ethical Framework for Counselling Professionals
- Support and provide advice to ensure the highest standards of practice in NECS
- Keep accurate, factual records of clinical supervision and work undertaken
- Advise the Senior Clinical Supervisor on key themes of psychological or organisational matters that need addressing
- Maintain registration as a BACP supervisor (or equivalent)

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- Deliver monthly supervision to allocated NECS counsellors
- Demonstrate an ongoing commitment to the support of NECS counsellors
- Ensure personal knowledge and skills are updated to ensure effectiveness in meeting work requirements



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- Provide regular reports to the Senior Clinical Supervisor about emerging themes and concerns
- Attending and contributing to supervisor meetings (approx. 3 per year)

Person Specification

We have described below the range of experience, qualifications, knowledge, skills and attributes we are looking for. We will use this to manage our selection process to identify any training and development needs once in post.

Key qualifications, knowledge, experience, skills and abilities required	Essential	Desirable
Minimum requirements: <ul style="list-style-type: none"> • Certificate in clinical supervision or equivalent • A minimum of 300 completed practice hours in clinical supervision Successful candidates that do not have the qualification or experience above will be appointed as a trainee Associate Clinical Supervisor until these are met	X	
Level 5 qualification in Counselling/Psychotherapy or above	X	
BACP (or equivalent) Membership to be maintained annually	X	
BACP (or equivalent) Accredited status		X
Minimum of three years experience of counselling/psychotherapy post qualification		X
Evidence of continuing professional development	X	
Excellent communication skills	X	
Evidence of maintaining confidentiality and record keeping in line with GDPR	x	