**Counselling Supervisors**

**Sessional Part time (4.5 h/w,**

**£37.20 per hour) Fixed term until 31/07/26**

At Nescot, we are recruiting for a Counselling Supervisor to join our Higher Education department at Nescot College in Epsom, Surrey.

*Nescot is recognised as the ‘****Employer of the year’*** *at the Surrey Business Awards 2024 and offers a wide range of benefits and wellbeing activities to staff.*

**What we are looking for:**

* Professionally qualified psychodynamic counsellors
* Practicing psychodynamic counsellor/psychotherapist with British Association for Counselling and Psychotherapy Accreditation (BACP) or equivalent
* A background psychoeducation and report writing
* Evidence of continual professional development within a therapeutic context
* Minimum of 3 years post qualification experience

**Duties/responsibilities:**

* Support students studying on Diploma in Psychodynamic Counselling.
* Work according to BACP/UKCP ethical framework.
* Manage your own student group and as part of a team
* Support students to apply theory to client work.
* Model working psychodynamically.
* Write objective and timely assessments and reports
* Attend regular meetings and peer supervision as required.
* Demonstrate the ability to hold boundaries and demonstrate professional behaviours with staff and students in accordance with BACP ethical framework.

**Please note:** *Supervisors do not hold clinical responsibility and do not advice or guide. It is the responsibility of the Agency to have the final say for client work.*

**Benefits:**

* A discounted on-site gym, sports hall, fitness class, osteopathy and day nursery
* 5-minute walk from Ewell East Station
* Discounted Starbucks
* Modern hair and beauty salon offering employee discounts
* Free online qualifications
* Free parking on-site

*Nescot is graded ‘Good’ by Ofsted following its latest inspection in January 2023. The report recognises that students “enjoy their courses and are motivated to succeed”, and benefit from “highly supportive relationships” with staff. At Nescot, we’re proud of our inclusive culture and we welcome all applications. Applicants must be willing to undergo child protection screening including checks with past employers and criminal record checks (enhanced DBS clearance).*

**Interviews will be held 1st July 2025**

**The closing date is Sunday 22nd June 2025**

**Job Description**

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| **Position Details:** | |
| **Title:** | Counselling Supervisor |
| **Department:** | Higher Education/Professional Studies |
| **Fraction:** | Sessional |
| **Status:** | Term Time Only |
| **Grade:** | HE Sessional Rate |
| **Child/Vulnerable Adult Contact:** | Yes |

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| **Reporting / Department Details:** | |
| **Responsible to:** | Curriculum Manager for Higher Education |

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| **Job Purpose:** |
| The Psychodynamic Counselling Supervisor will provide clinical supervision to student counsellors using psychodynamic approaches.  The role involves offering psych-education, support, and professional development opportunities to ensure ethical and effective practice.  To provide group supervision on weekly basis (during term time) for students on Nescot’s BACP accredited Foundation Degree in Psychodynamic Counselling.  Support students to apply psychodynamic theory in relation to practice. |

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| **Main Duties and Tasks:** |
| * To take responsibility for students clinical practice development on the Foundation Degree in Psychodynamic Counselling      * Manage own supervision group as part of the Counselling team * Work according to the BACP ethical framework * Provide weekly supervision sessions to student counsellors, offering psychoeducational support on their cases. * Ensure that all counselling practices adhere to ethical standards and professional guidelines. * Facilitate the professional development of student counsellors through feedback assessment and reports. * Assist in student case management by providing insights and strategies for effective counselling. * Encourage reflective practice among student counsellors to critically evaluate and improve their techniques. * Maintain accurate records of supervision sessions and student counsellor progress. * Stay updated with the latest developments in psychodynamic counselling and supervision practices. * To comply with the relevant Health and Safety legislation in connection with your role. * To be aware of any special requirements of your area of work and to assume a level of responsibility appropriate to your role as set out in College Policies and Procedures. * To work within the security guidelines and any relevant codes of practice and rules laid down by the College. * To promote student welfare. * To undertake supervision related administration. * To comply with the College’s Code of Conduct for employees and any regulations which the College may from time-to-time issue to ensure the efficient and safe operation of its business and the welfare and interests of its employees and students. * To be responsible for the safe custody and proper use of all furniture, equipment, tools, materials etc used by your students. * To participate in and co-operate with own Performance Review Interview to ensure that job related targets are met. * To be responsible for the conduct of your group and to support and discipline students within the College Policy and Procedures to maintain an effective learning environment for all (using the support of line managers and cross college facilities where necessary). To report any instances of misconduct, including by a student damaging equipment, furniture or premises, to your Course Coordinator or Curriculum Manager. * To report student absences, withdrawals and destinations, by telephone, letter or other appropriate means and to inform your Course Coordinator or Curriculum Manager. * As part of course teams to achieve enrolment, retention and achievement targets agreed with the Curriculum Manager. * To co-operate with the colleges quality improvement programme as required and comply with the Course Coordinator’s role in sampling Supervisor’s reports and supervision group visits. |

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| **Personal Development:** |
| * Participates in, and co-operates with, own Performance Review Interview to ensure that job-related targets are met and ongoing staff development in line with Nescot’s aims. * To carry out Continuing Professional Development (CPD) relevant to the role, including subject or professional updates. * To work within the security guidelines and any relevant codes of practice and rules laid down by the College. * Staff at Nescot are required to complete mandatory online training modules to ensure the highest standards of education and safety. This training covers (but not limited to) child protection, health and safety, first aid, fire safety, safeguarding, and data protection. Additionally, staff may be required to undertake training specific to their role. This ongoing professional development is essential for maintaining a positive and supportive environment. |

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| **Equality and Diversity and Nescot Values:** |
| * It is the responsibility of the post holder to promote equal opportunity and recognition of diversity and Nescot Values throughout the College. * The post holder will undertake their duties in full accordance with the College’s policies and procedures relating to equal opportunity and diversity and Nescot Values. |

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| **Safeguarding and PREVENT Responsibilities:** |
| * It is the responsibility of the postholder to commit to safeguarding and promoting the welfare of students within the College. * The postholder will undertake their duties in full accordance with the College’s policies and procedures relating to safeguarding, PREVENT and promoting the welfare of students. |

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| **Additional Duties:** |
| To undertake such additional duties as may be reasonably required commensurate with the level of responsibility within the College at the initial place of work or any other of the College's sites within the area. |
| **Health and Safety:** |
| Under the Health & Safety at Work Act 1974, whilst at work, you must take reasonable care for your own health and safety and that of any other person who may be affected by your acts or omissions. In addition, you must co-operate with the College on health and safety and not interfere with, or misuse, anything provided for your health, safety or welfare.  Copies of Nescot’s Health & Safety Policy are available in every Department and/or from Human Resources. |

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| **Annual Leave:** |
| Please note that it is expected that post holders will take their annual leave at times convenient to the department and its students, which will normally therefore be at times when students are not in college.  This job description is current as dated. In consultation with the post holder, it is liable to variation by the College to reflect actual, contemplated or proposed changes in or to the job.  UPDATED BY: Curriculum Manager Date: May 2025  UPDATED BY: HR Date: May 2025 |

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| **Person Specification – Counselling Supervisor** | | | | |
|  | **Essential** | **How Identified\*** | **Desirable** | **How Identified\*** |
| **Experience** | 3 Years post qualification experience with Psychodynamic Counselling of clients  Hold or be willing to work towards a Supervision Qualification | A  A | Relevant experience on Counselling or related psycho-educational programme. | A / I |
| **Skills and Abilities** | Able to offer psych-education, support, and professional development opportunities to ensure ethical and effective practice.  Able to interact well with all levels of staff, students and counselling agencies  Willingness and commitment to undertake training/mentoring to support students on HE programmes  Computer literacy in MS Office packages | T  I  I  I  I |  |  |

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| **Qualifications** | Psychoanalytic Psychotherapist or Diploma in Psychodynamic Counselling  Member of a counselling professional body that incorporates an ethical code. (e.g. BACP, UKCP or other relevant institute)  Academic and/or professional qualifications appropriate to the subject area taught | A  A  A/I  A | Possess a recognised teaching qualification e.g. PTLLS ,DTLLS (Diploma to teach in lifelong learning sector), Cert ED (Stage 3)  Supervision Certificate  Willingness and commitment to undertake training for teaching qualification if candidate does not possess recognised teaching qualification | A  A |
| **Personal Qualities** | Proven communication skills, both written and oral  Proven ability to work well within a team  Ability to motivate self and others within course team  Commitment to continuing professional development  A demonstrable commitment to Equality & Diversity and Nescot Values  Commitment to safeguarding, PREVENT & promoting the welfare of students  The required health and physical capacity to carry out the relevant teaching activities, after the College has made such adjustments as may be required under the disability provisions of the Equality Act 2010  Commitment to energy management and sustainability | I  I  I  I  I  I  M  I |  |  |

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| **KEY** | | | | |
| **A** = Application Form | **I** = Interview | **O** = Observed Teaching Session | **T** = Test | **M** = Medical Questionnaire |