

Volunteer Role Description

Role Title:

Volunteer Counsellor

Reporting To:

Manager of Volunteer and Student Counsellors

Location:

Kenward House, Yalding

Time Commitment:

From a couple of hours per week upwards

Principal Function:

Provide 1:1 Counselling support to client in recovery from drug or alcohol addiction on a weekly basis. Establish and manage a therapeutic relationship allowing residents to identify and explore their thoughts, feelings and behaviours, which can lead to focusing on their substance misuse problems to enable a successful recovery.

Duties:

- Support Kenward staff to identify, understand and safeguard risk
- Attend regular supervision meetings, line management and other appropriate meetings provided by and on the site of Kenward Trust
- Maintain appropriate records in accordance with Kenward's policies and procedures, ensuring compliance with current legislation and professional codes of practice.
- Liaise with the Kenward team to establish good working relationships
- Adapt to the needs of residents using creative interventions, various therapeutic theories and approaches
- Maintain the confidentiality of residents, records and information at all time, even after leaving the Trust

Personal skills/qualities required:

Be in, at least, the 2nd year of a CPCAB accredited counselling course at Level 4 and a member of BACP. Have sound knowledge and commitment to confidentiality, equality and diversity issues and practices. A strong team player with effective written and verbal communication with an awareness of own strengths and weaknesses and the ability to cope with stress and pressure. Awareness and understanding of alcohol or drug misuse would be an advantage.