

# Kingdom Abuse Survivor Project

**Job title: Counsellor/Project worker**

## **JOB PROFILE**

### **Background**

**Kingdom Abuse Survivor Project (KASP)** is a registered Scottish charity and a company limited by guarantee with in excess of 28 years' experience of providing services to people who have experienced childhood sexual abuse.

### **Our Vision**

Our vision is for adult survivors of childhood sexual abuse in Fife to have a positive future, free from the debilitating effect of abuse and able to access the resources of an understanding supportive community.

### **Our Mission**

We will work in partnership both locally and nationally to generate a positive future and reduce the detrimental impact of CSA on adult survivors through:

- Provision of professional and relevant support and counselling services
- Provision of training to encourage trauma informed practice
- Influence on policy and legislation

## **Job Description**

### **Job purpose**

This post is initially for 18 month at 21 hour per week post. (on going funding will be sought but is not guaranteed)

The purpose of this post is to provide one to one counselling and support to men and women who have experienced childhood sexual abuse and domestic abuse.

### **Reporting to**

KASP Manager

### **Key activities**

Responsible under the general direction of the Manager to provide one to one support to survivors of domestic abuse and childhood sexual abuse.

Contribute to the monitoring and evaluation across all areas of service provision within KASP.

### **Duties and Responsibilities:**

1. To offer a one to one counselling and support to people who access the service. This will currently be delivered face to face and remotely as required.
2. To provide crisis sessions, telephone support and advocacy to clients as required.
3. To facilitate or co facilitate training to other other groups and organisations within Fife to raise awareness of CSA.

4. To ensure clear, accurate and confidential records relevant to the work of the post are kept.
5. To represent KASP in its Aims and Objectives to survivors, peer organisations, statutory and national groups and the public at large, as determined by the Manager.
6. Work in partnership with other agencies across different sectors in order to establish good working relationships.
7. To contribute to monitoring and evaluation for the service, ensure the accurate recording and processing of data and prepare reports as necessary for both internal and external purposes.
8. Support the Manager in achieving the aims and objectives of KASP, working within and complying with all organisational policies, procedures, legislation and regulatory and funding bodies.
9. Working closely with all colleagues take responsibility for promoting a culture of continuous improvement, strong service user focus and collaborative working. Promote effective team communication, team building and strategic planning through collaborative and participatory work practices.
10. Ensure that principles of equality and anti-discriminatory practice are embedded throughout all aspects of KASP operational and organisational activities. Take a proactive role in promoting equality and anti-discriminatory practice throughout all aspects of the service.
11. Comply with relevant health & safety legislation and good practice as set out in KASP policies and guidance.
12. Perform other duties as reasonably required by the Manager and show commitment to ongoing personal development.

**Job title: Counsellor/Project worker****PERSON SPECIFICATION**

<b>Qualifications, training and relevant experience</b>	<b>Essential</b>	<b>Desirable</b>
Qualified to Counselling Diploma Level or above	X	
Evidence of ongoing professional development	X	
Membership of BACP or COSCA	X	
At least 1 years post qualification experience working in an environment requiring similar knowledge and skills	X	

**Competencies**

Good knowledge of issues around Childhood Sexual Abuse	X	
Excellent therapeutic counselling skills and the ability to reflect effectively	X	
Excellent communication skills	X	
Good organisational & IT skills and ability to manage resources.	X	

**Personal qualities**

Committed, sensitive, effective, co-operative	X	
Demonstrate a positive, person-focused and team-working approach to work	X	
Reflective with a good sense of self awareness	X	

**Special requirements**

Days and hours of work will be negotiated according to service and client needs		
Full driving license and access to own transport (with business insurance) or other wise able to travel throughout Fife.		
Membership of PVG Scheme		