



# Changing Pathways

ENDING ABUSE. EMPOWERING LIVES.

## Application Pack

2025

### Children and Young Persons Counsellor



# Welcome

Changing Pathways is a registered Charity, providing domestic abuse services across the south of Essex, in partnership with Ending Violence in Essex Charity.

We are the Essex County Council commissioned service for **Harlow, Epping, Brentwood, Thurrock and Basildon**.

We deliver a range of services, offering a non-judgemental, trauma informed approach to support men, women and children who are or have experience domestic abuse. This includes:

- Safe accommodation
- Outreach Support
- Specialist Services for the Global Majority
- Stalking Support
- Counselling
- Training

Joining our team means becoming part of a dynamic, innovative, and supportive environment where your growth and success matter. We are passionate about what we do, and we value collaboration, creativity, and excellence. By joining us, you'll work alongside talented individuals who inspire and challenge one another to achieve their best. We are committed to providing opportunities for professional development, fostering a culture of inclusivity, and recognising the unique contributions of every team member. If you're looking for a workplace that values your skills, encourages your ideas, and supports your ambitions, this is the perfect place for you to thrive.

**Tania Woodgate**

Chief Executive Officer



## Our Vision

Our vision is a world in which all can live fulfilled lives, free from domestic abuse. We aim to create an equitable and just future for women, men and their families.

## Our Mission

We do this to by helping everyone find their own pathway out of life of domestic abuse and change their future for the better. We understand the complexities of domestic abuse and that individual who connect us are coming from different points in their journey, some are still in their relationships, some have left, but regardless of where they are, we will support them all.

## Our Values

**EMPOWER** individuals to make their own choices in a safe environment to enable them to regain their independence.

Work with **RESPECT AND DIGNITY**, valuing everyone's experiences and circumstances and advocating for their unique needs.

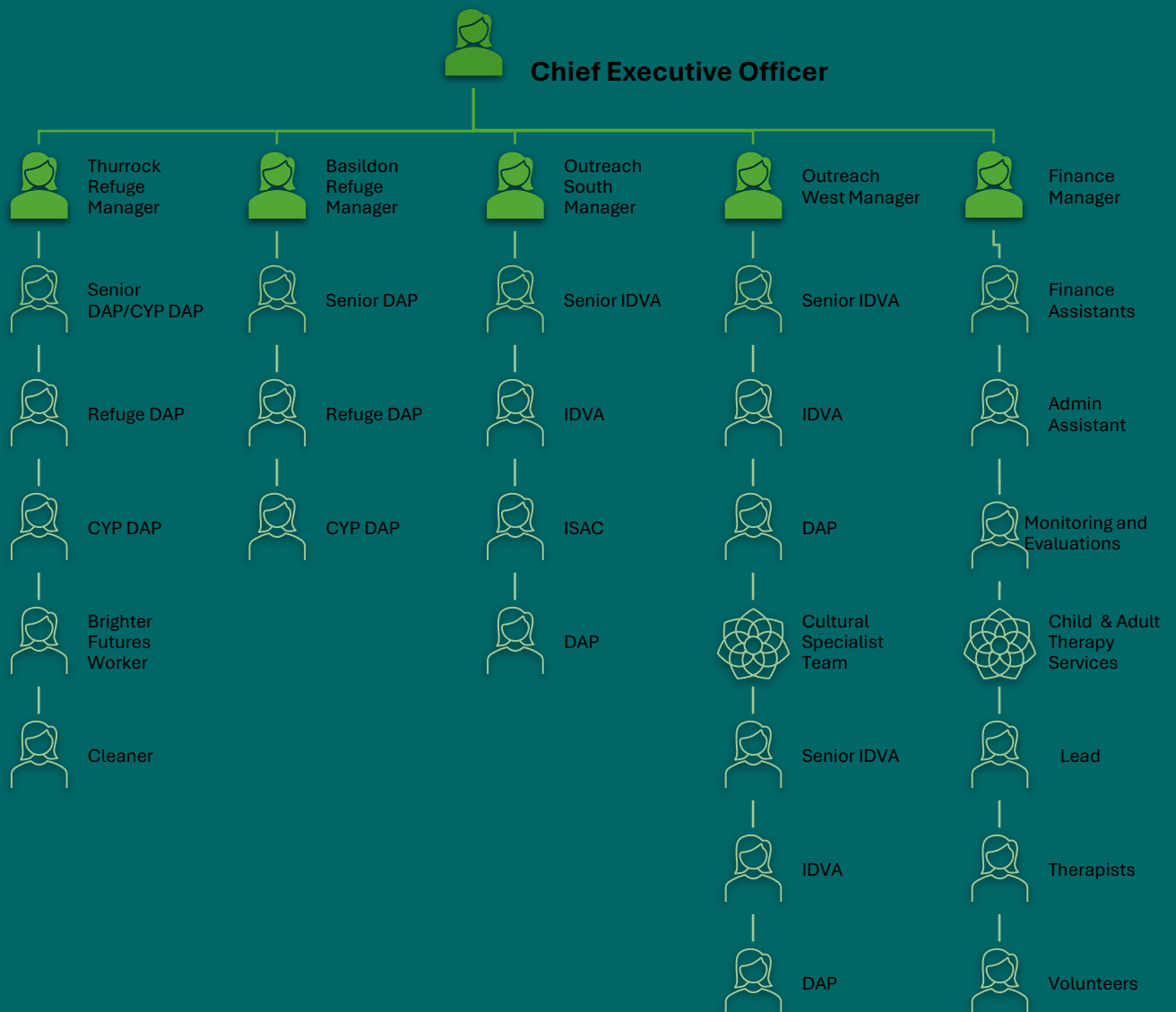
**EDUCATE** for the devastating impact that domestic abuse has on individuals, local community and society.

**COLLABORATE** and work in partnership with other organisations to provide the best support for those impacted.



# OUR TEAM

## Board of Trustees



## The Role

As a Children and Young Person Counsellor your role is crucial in providing therapeutic interventions to children and young people within our service. You will manage your caseload, conduct assessments and attend meetings. You will maintain accurate and confidential records of counselling sessions and interventions whilst consulting with pastoral teams in schools, parents/care givers, working collaboratively with our service domestic abuse practitioners and statutory organisations. This is a face to face role and you will need to be available between 9am to 5pm. You will be a member of a relevant professional body, hold an enhanced DBS or be part of the update service.

Our Staff adhere to our values, that make us PROUD of our organisation.



### Positivity

We approach change and challenges with a positive mindset and optimism



### Respect

We treat everyone fairly and with respect, value and celebrate differences



### Ownership

Our behaviours are PROUD towards everyone regardless of their role



### Unity

We are one Organisation. Together we are stronger



### Dedication

We uphold a strong commitment to our clients, our work, the organisation and each other



# Main Responsibilities

## MAIN DUTIES:

### Key Responsibilities:

#### 1. Direct Counselling Services:

- Provide one-to-one counselling sessions tailored to the developmental and emotional needs of children and young people.
- Use evidence-based approaches (e.g., person-centered, CBT, play therapy) to address issues such as anxiety, depression, trauma, bereavement, bullying, and relationship challenges.
- Build trust and rapport in a safe, non-judgmental environment.

#### 2. Assessment and Goal Setting:

- Conduct initial assessments to understand the client's needs and identify suitable therapeutic goals.
- Regularly review progress and adapt the approach as necessary in collaboration with the client.

#### 3. Safeguarding and Risk Management:

- Identify and manage risks, ensuring the safety and welfare of clients in line with safeguarding policies.
- Maintain up-to-date knowledge of child protection procedures and promptly escalate concerns when required.

#### 4. Collaboration and Communication:

- Work closely with families, schools, social services, and other agencies to provide holistic support when appropriate.
- Attend multi-agency meetings (e.g., safeguarding conferences) as necessary.

#### 5. Record Keeping and Administration:

- Maintain accurate, confidential case notes in compliance with data protection and ethical guidelines.



- Complete reports for funding bodies, management, or other stakeholders if needed.

#### 6. Professional Development:

- Engage in regular clinical supervision to ensure ethical and effective practice.
- Attend training sessions, workshops, and seminars to stay updated on counselling techniques and developments in child mental health.

#### 7. Promotion of Service:

- Contribute to the development and delivery of workshops, group sessions, or outreach programs aimed at supporting young people.
- Raise awareness about the service within schools, youth centers, and the community.

#### GENERAL:

1. Identify own training and development needs and participate in all training courses relevant to the Changing Pathway's commitment to providing high quality services.
2. Work at all times with due regard to the policies and procedures of Changing Pathways, including financial regulations, participating in their development and amendment where required.
3. Willingness to work outside normal working hours including evenings and weekends and to participate in promotional, fundraising and income generating events, activities and any other duties as may be reasonably required by the organisation.

#### OTHER:

1. The post is subject to a DBS disclosure which will be carried out at appointment of a candidate.
2. This post is subject to completion of a six-month probationary period.
3. Must be able to drive the Pool Vehicle to visit sites and work across the whole contract area as required.
4. Must hold business cover insurance on their own vehicle.
5. Post is open to women only under the Equality Act 2010, schedule 9, part 1



This job description is not designed to provide an exhaustive list of tasks and therefore the post holder is expected to undertake any other reasonable duties within the scope of the post as specified by their line manager.

## PERSON SPECIFICATION

EXPERIENCE		
Criteria	Essential/ Desirable	How Assessed
A minimum of 150 clinical hours experience working with CYP	E	Application Form/Interview
Experience of working within a charity or MH settings to increase mental health awareness within the organisation	E	Application Form/Interview
Experience of assessing risk and to record, communicate and mitigate appropriately	E	Application Form/Interview
Experience of working with mental health safeguarding concerns for adults and CYP	D	Application Form/Interview
Experience of CORE10 Young people forms	D	Application Form/Interview
Experience of group facilitations	D	Application Form/Interview
Ability to work independently and as part of a team	E	Application Form/Interview
KNOWLEDGE AND UNDERSTANDING		
Criteria	Essential/ Desirable	How Assessed
Knowledge of educational environments	E	Application Form/Interview
Excellent understanding of the impact of domestic abuse on children and young people	E	Application Form/Interview
Excellent organisational skills with good attention to detail	E	Application Form/Interview
A good standard of general education	E	Application Form
Engages with continuous professional development	E	Application Form/Interview
SKILLS AND ABILITIES		
Criteria	Essential/ Desirable	How Assessed





Friendly, approachable, and positive attitude	E	Application Form/Interview
Ability to work in a diverse, charitable, and inclusive environment.	E	Application Form/Interview
Ability to conduct mental health assessments of CYP	E	Application Form/Interview
Ability to manage sensitive, traumatic and potentially distressing caseload	E	Application Form/Interview
Excellent oral and written communication skills	E	Application Form/Interview
Ability to work unsupervised and to specific information recording standards	E	Application Form/Interview
Excellent time management and organisational skills	E	Application Form/Interview
<b>OTHER</b>		
<b>Criteria</b>	<b>Essential / Desirable</b>	<b>How Assessed</b>
Commitment to equal opportunities and anti-discriminatory practice	E	Application Form/Interview
Willingness to undertake training and a commitment to continuous personal development	E	Application Form/Interview
Willingness to work flexibly and able to travel to different sites and venues	E	Application Form/Interview
Democratic and collaborative working style	E	Application Form/Interview
Team and client focused	E	Application Form/Interview
Organised and able to prioritise	E	Application Form/Interview
Full enhanced DBS including the barred list	E	Application Form/Interview
Proven commitment to continuous professional development	D	Application Form/Interview
Proven ability to work effectively and collaboratively with teams	D	Application Form/Interview

We are committed to operating within the legal framework of the Equality Act 2010. As our organisation qualifies for an exemption under Section 9 of the Act, we only recruit female candidates for this role. This exemption is applied lawfully and in accordance with the specific occupational requirements of our organisation.





## What you can expect from us

### Supportive Work Environment

- A culture of respect, collaboration, and inclusivity.
- Open-door policy for feedback, ideas, and concerns.

### Opportunities for Growth

- Continuous learning through training programs, workshops, and certifications.
- Clear career progression paths to help you achieve your goals.

### Work-Life Balance

- Flexible working hours and hybrid/remote work options.
- Paid time off, holidays, and wellness days.

### Competitive Compensation

- Fair and market-aligned salary packages.

### Recognition and Rewards

- Regular acknowledgment of individual and team contributions.
- Awards, shout-outs, and celebrations of success.

### Innovation and Creativity

- Encouragement to bring new ideas to the table.
- Freedom to innovate, experiment, and grow professionally.

### A Focus on Well-Being

- Mental health resources and employee assistance programs.

### Social Responsibility

- Commitment to sustainability and ethical practices.

### Empowerment and Autonomy

- Trust in employees to take ownership of their work.
- Support for independent decision-making and problem-solving.



# TERMS AND CONDITIONS

Contract	This is a Part Time position. On a permanent term contact.
Salary	£12,852.04 per annum (FTE £32,130.09) paid monthly
Reports to:	Adult and Children's Therapy Service Lead
Benefits Include	Contributory Pension Scheme. Equipment to undertake your role (hybrid). Training and developed tailored to your level of experience. Staff Discounts on BrightHR. Pets at Work Policy.
Hours	<b>15 per week.</b> Thursday – Friday 930am-530pm
Leave	25 days per year plus 8 bank holidays (Pro-Rata for part time staff)
Expenses	You will be reimbursed for all reasonable expenses which are incurred by you in the proper performance of your duties
Location	Changing Pathways main office is in Felmores End, Basildon. Your location of work will be at our Parklands, Felmores End, Basildon. Parking is available.
Occupational Sick Pay	On successful completion of probation, we offer tiered sickness pay benefits.
Notice Period	4 weeks' notice

## How to apply

Please complete our application form and email completed form to [welcome@changingpathways.org](mailto:welcome@changingpathways.org) stating clearly in the subject line the post you are applying for.

Those shortlisted for interviewed will be informed by email no later than two weeks after the closing date. Only those who are successfully shortlisted will be contacted.

