



Role Description Volunteer Counsellor

The Pankhurst Trust (Incorporating Manchester Women's Aid)

Role :	Volunteer Counsellor
Reports to:	Volunteer Coordinator Clinical Supervisor
Hours:	Slots to be agreed with Pankhurst Centre Coordinator based on room availability
Location	Various Currently Pankhurst Centre – Training Room
Aims of Role:	Provide 1-1 Counselling for Manchester Women's Aid services users.
Key Tasks:	<ul style="list-style-type: none">• To assist the facilitator in setting up the room, resources and refreshments.• Organise group resources and ensure participants complete relevant paperwork at beginning and end of group work as appropriate.• Help participants settle into the group and encourage service user participation during the group. Offer support if necessary.• To assist other volunteers / staff with clearing up after the group.
Essential	<ul style="list-style-type: none">• You must be studying to at least MA level• You must have a clinical supervisor• You must have your own practice insurance
Qualities / Skills:	<ul style="list-style-type: none">• Good communication and interpersonal skills;• A friendly, approachable, enthusiastic and sensitive manner.• DBS Clearance – Will be performed by Centre if required• Desirable – knowledge of Domestic Violence and Abuse best practice• Must adhere to Safeguarding best practice
Training / Supervision:	<ul style="list-style-type: none">• Safeguarding and DVA training when available through the centre• Regular check ins with the Volunteer Coordinator
Recruitment Process	<ul style="list-style-type: none">• Application by Cover Letter and CV• Interview