

Brantwood Specialist School

Job Description

Position:	Therapist
Post Reference No:	RMT10040
Grade:	11 : 12
Responsible to:	Trust Head of Therapy/Headteacher
Location:	Brantwood Specialist School, Sheffield

Job Purpose

To work as part of the Therapy Team, which will involve undertaking assessment and counselling with pupils, along with associated administrative tasks.

The post holder will be expected to embrace, articulate and work with the School's and Ruskin Mill Educational Trust's objectives, vision, values, purpose and method, ensuring that Ruskin Mill Trust's paradigm of biodynamic agriculture, Anthroposophical medicine and practical skills education, which is informed by Steiner Education, is maintained, implemented and integrated within the provision of the School.

The post holder is to contribute to the whole life of the School, always remembering that our core purpose is to improve the education and lives of our pupils, students and adults.

You will be required to carry out your duties at all premises, some of which are located a distance from the main site and at such other places as may reasonably be required.

Evening and weekend working may be required.

Corporate Contribution

The post holder will be expected to contribute as required and uphold underpinning values and the philosophy of the School and Ruskin Mill Trust at all times.

Main Duties

1. To deliver therapeutic sessions to individuals or small groups of students.
2. To assess and make recommendations for referrals that are received requesting therapeutic input for specific students.
3. To maintain high standards of professional practice, complying at all times with BACP/CASCH codes of practice, and to attend clinical supervision as required.
4. To keep accurate case records, and evidence of work done, and to produce reports as required including progress reports and outcome measures.

5. To work with the Head of Care, Teachers, Teaching Assistants, Senior Residential Support Worker, Residential Support Workers and other support staff to identify staff development and training needs in support related issues and to provide advice and training as required.
6. To work collaboratively with colleagues, in the School, the Therapy team and across Ruskin Mill Trust, to produce a seamless service and advice function.
7. To network with other local support agencies and develop referral links as appropriate.
8. To ensure the delivery of quality operations and/or service, in accordance with quality standards and in conjunction with quality management within the School and across Ruskin Mill Trust with regard to therapeutic work.
9. To ensure the safety and welfare of students receiving therapy.
10. To ensure that all students are supported appropriately.
11. To ensure familiarity of student background information and risk assessment and profile prior to therapy session.

General

1. To share the School's commitment for promoting and safeguarding the welfare of children and young adults.
2. To carry out the above duties in accordance with the School's Health and Safety Policy and Safeguarding Policy.
3. To actively support and promote equality and diversity throughout the School.
4. To work collaboratively with other staff within the School and any of its associated organisations.
5. To work with the students as and when required.
6. To comply with all the policies and procedures of the School as contained in the booklet entitled "Brantwood Specialist School - Statement of Purpose, Policies and Procedures".
7. To maintain exemplary standards of professionalism, honesty and respect at all times, and not abuse the privilege of access to confidential information.
8. To be responsible for the care and development of your working area.
9. To attend meetings and appraisal as required.
10. To undertake training and development as required by the School, the Director of PSTE and the Hiram Education and Research Team. To be committed to professional self-development, including continuing professional development through participation in in-service training as necessary for successfully carrying out the role.
11. To attend mandatory and statutory training provided by the School and the Hiram Education and Research Team as required.

12. To act in a positive and supportive manner at all times projecting a positive image of the School and its associated organisations.
13. To undertake any other duties appropriate to this level of post which will evolve as the job progresses until the job description is reviewed.
14. To work additional hours as shall be necessary to discharge properly the duties and responsibilities outlined in this job description.

Staff Management and Supervision

The Therapist has no direct staff responsibility.

Liaison

To liaise and co-operate with all staff employed within the School, Transform Residential Limited, Ruskin Mill Trust, parents, pupils, carers, support workers, professional bodies, external consultants, and any outside bodies as and when required.

Job Revision

This job description should be regarded as a guide to the duties required and is not definitive or restrictive in any way. The duties of the post may be varied from time to time in response to changing circumstances. This job description does not form part of the contract of employment.

Where the post holder is disabled or becomes disabled every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all the duties of the job. If, however, a certain task proves to be unachievable job redesign will be given full consideration.

Person Specification

Job Title: Therapist			
Field of Practice: Therapeutic Education (Field 4), Holistic Support and Care (Field 5) and Holistic Medicine (Field 6)			
	Essential	Desirable	How assessed
Qualifications Ongoing membership of an appropriate professional body Appropriate professional qualification	✓ ✓		AF/CQ AF/CQ
Experience Experience of working successfully in a similar, medium-large, complex organisation Experience of working in an education or other public sector environment Experience of managing and prioritising a varied workload ensuring completion of tasks within strict deadlines Experience of working as a counsellor Experience of working intimately and interacting with young people with learning difficulties, disabilities and special needs on a regular basis Experience of building and sustaining referral links with support agencies in areas local to an organisation Experience of enhancing the professional development of others through the delivery of informative training sessions on both a formal and informal basis Experience of handling and updating medical or clinical records	✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓	AF / I / R AF / I / R AF / I / R AF / I / R AF / I AF / I / R AF / I
Knowledge Computer literate with sound working knowledge of Microsoft Office applications; Outlook, Word and Excel in particular Knowledge of providing professional support on a wide range of topics including but not limited to sexuality, personal development and bereavement Excellent command of English language evident in all written work produced Knowledge of components constituting effective internal and external referral links	✓ ✓ ✓ ✓		AF / I / OT AF / I AF / I AF / I
Skills and Abilities Outstanding interpersonal skills particularly in order to gain the trust of any person seeking counselling and to develop positive working partnerships with colleagues Outstanding listening and analytical skills with a superb ability to retain information enabling the development of a detailed level of knowledge regarding each student's particular circumstances and requirements Ability to demonstrate high levels of motivation and industry in order to complete all administrative duties associated with the post Ability to demonstrate a confident, coherent and comprehensive presentation style to be employed when coaching and advising colleagues on basic counselling skills and methods Proficiency in completing clear, understandable reports and other documentation for submission to members of College Management Proven ability to conduct counselling duties in accordance with organisational quality standards Ability to respect the confidentiality of those seeking advice and support	✓ ✓ ✓ ✓ ✓ ✓ ✓		AF / I AF / I AF / I / R AF / I AF / I AF / I AF / I

Ability to demonstrate a genuine caring nature despite knowledge of the risks posed by working with potentially mentally unstable persons	✓		AF / I
Personal Qualities			
Willingness to understand anthroposophy and PSTE	✓		I
Willingness to embrace, articulate and work with the Trust's objectives, vision, and values	✓		AF / I / R
Commitment to promoting and safeguarding the welfare of students, children and vulnerable adults	✓		AF / I
Commitment to the promotion of the Trust's ethos	✓		AF / I
Ability to manage and interact with others in a supportive and participative manner	✓		AF / I
A commitment to ensuring equality of opportunity with the ability to promote diversity in relation to both staff and students	✓		AF / I
Flexibility and adaptability to changing situations	✓		AF / I
Ability to demonstrate empathy, listening skills and tolerance	✓		AF / I
Commitment to Health and Safety good practice on work and within learning environments	✓		AF / I
Persistence and determination in order to work tirelessly to develop an exceptional network of referral links within the local area	✓		AF / I
Strong team ethic in order to take a share of responsibility for the professional development of others	✓		AF / I
Commitment to sharing information with relevant colleagues to ensure a collective awareness of College students' complex difficulties	✓		I
Commitment to contributing meaningfully to collaborative efforts to achieve quality services, systems and practices which meet quality standards	✓		I
Other qualities			
Commitment to Continued Professional Development	✓		AF / I
Proactive approach to work	✓		AF / I
Strong commitment to customer service	✓		AF / I
Flexible approach to working additional hours including evenings and weekends whenever necessary	✓		AF / I
Willingness to travel to fulfil duties on an occasional basis	✓		AF / I
Current full UK driving licence and use of own car or willingness to travel by public transport	✓		AF / I

AF = Application Form, I = Interview, T = Test, R = Reference

OT = Occupational Test, CQ = Certificate of Qualification