

Wimbledon Guild

Job Description: Honorary Art Psychotherapist

Based at: Guild House, Wimbledon

Reporting to: Groupwork Manager

Responsible for: There are currently no direct reports

Hours: The post is 0.2 or 7.5 hours per week. This would include Tuesdays from midday (team meetings and reflective practice, followed by the Art Therapy group). Preferably the candidate would also attend Tuesday mornings to conduct assessments (approximately 1 per month) and attend line management and supervision; however, there may be some flexibility to attend assessments/supervision/line management on another day.

Remuneration: This is an Honorary, unpaid position for up to 12 months. However, as a volunteer, we can offer you reimbursement of travel expenses up to £10 per day, a free lunch voucher in our canteen, and free parking on a first comes first served basis. In addition, we will pay your supervision costs.

Start Date: ASAP

Description of the post

Wimbledon Guild Talking Therapies was first set up in 1989. It was seen as an extension of Wimbledon Guild's Social Work function (now called Community Services) and has grown into a service in its own right. The service is one of the largest in London and apart from Individual Counselling, offers Group Psychotherapy, Art Psychotherapy, Support Groups, and delivers a range of Courses and Workshops.

The Honorary Art Psychotherapist will have responsibility to facilitate the delivery of one, slow-open, long-term Art Psychotherapy group for adults in the borough of Merton. The postholder will also conduct assessments for the same. Clinical supervision for the postholder will be provided either internally or externally (to be determined) and will be funded by Wimbledon Guild.

The main tasks are as such:

Client Responsibilities

To assist Wimbledon Guild in providing an excellent service to clients at all times

1. To organise and run an Art Psychotherapy group for Wimbledon Guild clients
2. To organise and conduct assessments for the Art Psychotherapy group
3. Conduct administration including client communication with more complex cases
4. To monitor and evaluate the quality of the service offered to clients
5. To work alongside the lead clinician within Groupwork relating to all risk issues pertaining to the Art Psychotherapy group, including child protection or vulnerable adult concerns.

Department Responsibilities:

To work closely with others to provide quality Talking Therapies Services.

1. To network with and publicise the service to partner and associate agencies, promoting collaboration where appropriate.
2. To monitor, evaluate and prepare reports, through maintaining records and statistics as required.
3. To respond to any queries or complaints relating to the Art Psychotherapy service.
4. Keep up to date with new training and initiatives pertinent to the running of Art Psychotherapy.
5. To work with the Groupwork Manager on developing new initiatives and strategy for the Art Psychotherapy service within the overall dept.
6. To work alongside other team members of the dept to ensure the smooth running of the dept as a whole (and all services therein).
7. To attend dept meetings and awaydays and contribute to the overall team and dept development.

Financial Responsibilities

To make a contribution in the overall management of Wimbledon Guild's Budget.

1. To make sure Art Psychotherapy clients are regularly paying client fees.
2. To be mindful of and to adhere to Wimbledon Guild's financial policies.

Organisation Responsibilities

To ensure that practice meets standards and is in sympathy with the aims of Wimbledon Guild.

1. To work within Wimbledon Guild's Equal Opportunities Policy and ensure that its principles are actively incorporated into the planning, delivery and monitoring of services.
2. To attend Wimbledon Guild meetings and training as required, maintaining and improving skill and professional knowledge.
3. To be aware of and to work as part of Wimbledon Guild as a whole.
4. To undertake other duties in line with the needs of the service as directed by the Groupwork Manager.
5. To work flexibly and outside normal office hours as dictated by the needs of the service (Time off in lieu can be claimed).

Risk Management.

To protect Wimbledon Guild's interest at all times

- 1) To work to and uphold the policies and procedures of Wimbledon Guild.
- 2) To work in compliance with Health and Safety Legislation, the policies on Hygiene, Moving and Handling, Risk Assessment etc, where appropriate and to assist in the development and reviewing of essential policies and procedures.
- 3) To maintain the confidentiality policy of Wimbledon Guild and balance the need for confidentiality against the safety of the wider community and the clients themselves.
- 4) To monitor client safety from assessment onwards, being mindful of the risk of suicide or severe mental illness and having systems in place to intervene if the service reaches its limits of competence.
- 5) To monitor the safety of team members, in relation to potential risk from clients.
- 6) To advise the Head of Talking Therapies, or another senior manager, of any concern which may possibly adversely affect Wimbledon Guild.

Wimbledon Guild

Person Specification: Honorary Art Psychotherapist

Person Specification	Groupwork Art Psychotherapist (Honorary)	
Qualifications, Experience, Skills, Values and Behaviours Required		
	Essential	Desirable
Qualifications and Experience	<ul style="list-style-type: none"> • Masters in Art Psychotherapy • Full HCPC Registration (or working towards this) 	<ul style="list-style-type: none"> • Evidence of ongoing CPD activities related to Art Psychotherapy
Knowledge, skills and experience	<ol style="list-style-type: none"> 1. Experience of facilitating art psychotherapy groups 2. Experience of personal therapy 3. Experience of working within a psychodynamic model as a therapist 4. Able to work within and maintain well-defined professional boundaries 5. Have good communication and presentation skills and the capacity to work flexibly and collaboratively with a variety of stakeholders 6. Be highly organised and able to prioritise with good problem-solving skills 7. Have good IT skills, including a working knowledge of all aspects of Microsoft office and Excel 8. A commitment to self-enquiry and curiosity, with a high degree of self-awareness 9. Awareness of and sensitivity to issues of power, diversity and cultural difference 10. Be able to work flexibly to meet the needs of the service 11. Have good time management and administrative skills 	<ul style="list-style-type: none"> • Experience of working in the voluntary sector • Experience of conducting assessments including risk assessments • Experience of working with a variety of adult clients, including those with more complex mental health presentations