



Job Description & Person Specification

for

Therapeutic Services Co-ordinator

Accountable To:

Management Team

Line Manager:

Deputy Head of Therapeutic Services

Clinical Supervisor:

Head of Therapeutic Services

Hours of Work:

40 Hours per Week

ORGANISATIONAL PRIMARY TASK

“We work with children who have been seriously traumatised by early environmental failure to such an extent that their corresponding behaviour is unmanageable in ordinary homes and schools. The task is to provide a highly supervised and planned environment that integrates residential care and education and is underpinned by a rigorous therapeutic model and understanding. The aim is to help children understand the impact of their pasts and corresponding behaviours and feelings. Enabling them to manage healthy relationships, through which they can achieve the trust and self-esteem essential for their eventual reintegration into the community.”

JOB DESCRIPTION

Main Duties:

- Assess the therapeutic needs of children and design interventions to support recovery from trauma.
- Engage in reflective practice, following the psychoanalytic and group relations model to help foster a therapeutic environment.
- Support the development and expansion of the Therapies and Network Department.
- Provide clinical supervision to staff.
- Facilitate reviews of physical intervention practices.
- Understand the therapeutic needs of children with trauma-related presentations, such as learning difficulties, behavioural challenges, and mental health issues, incorporating concepts of transference and projection.
- Coordinate treatment and transition planning throughout a child's placement, ensuring plans are documented, evidence-based, and implemented.
- Participate in the review of care plans, risk assessments, and safety plans, ensuring they are regularly updated and effectively actioned.
- Monitor and document children's progress, evaluating therapeutic outcomes.
- Collaborate with internal and external stakeholders, including local authorities, to gather placement information and contribute to reports.
- Conduct and update risk assessments and ensure therapeutic practices are aligned with safety requirements.

- Spend time in school or home settings weekly to observe children and support staff, modelling therapeutic interactions.
- Provide insights into children's internal experiences, ensuring these inform care planning and therapeutic strategies.
- Deliver training and reflective spaces for staff, enhancing their understanding of therapeutic principles.
- Lead or contribute to group work with children, understanding group dynamics and processes.
- Support therapeutic development for staff through supervision, training, and meetings.
- Establish and maintain effective working relationships with external agencies, parents, and carers.
- Prepare and disseminate reports, attend statutory meetings, and take responsibility for external communications.
- Ensure safeguarding practices align with both statutory guidelines and the therapeutic model.

Additional Duties:

- Participate in internal multi-disciplinary meetings and contribute to staff operational and clinical meetings.
- Maintain high standards of communication and adhere to health and safety policies.
- Contribute to research projects as required.
- Be flexible in tasks, adapting to the needs of the organisation and travelling to other sites as needed

The details contained in this Job Description is not an exhaustive list of duties and you will be expected to perform different duties commensurate with the level of the post as required by Amicus and the overall objectives of the organisation. The nature of the work and organisation means that tasks and responsibilities are sometimes unpredictable therefore employees are expected to work flexibly when the occasion arises. Travel is expected as part of this role including travel to other sites and head office within the Amicus Community.

PERSON SPECIFICATION

Specification	Essential	Desirable
Qualifications and Training	<ul style="list-style-type: none"> • Degree in Psychology or a related field. • Evidence of therapeutic training or qualifications. • Commitment to ongoing professional development. 	<ul style="list-style-type: none"> • Training in psychotherapy, counselling, or related fields. • Physical intervention training.
Experience	<ul style="list-style-type: none"> • Experience in a therapeutic, clinical, or psychological setting. • Experience working with children, particularly those with trauma or complex needs. • Previous work in a therapeutic community or alternative therapeutic setting. • Familiarity with trauma, attachment, and loss, and experience applying psychoanalytic principles. • Experience leading group work and contributing to multi-disciplinary teams. 	
Skills and Knowledge	<ul style="list-style-type: none"> • Strong understanding of child development, trauma, and therapeutic interventions. • Ability to communicate effectively with children and professionals, including those in education and residential settings. • Demonstrated ability to manage complex behaviours stemming from trauma and create therapeutic strategies. • Excellent written and verbal communication skills, with strong report writing and minute-taking abilities. • Knowledge of safeguarding principles and child protection legislation. • Reflective practitioner, with the ability to engage in self-reflection and support staff in their therapeutic development. 	
Personal Characteristics	<ul style="list-style-type: none"> • Resilient, reflective, and capable of managing emotionally challenging 	<ul style="list-style-type: none"> • Willingness to attend own psychotherapy.

	<p>situations.</p> <ul style="list-style-type: none"> • Caring, empathetic, and nurturing, with a commitment to the values of The Amicus Community. • Ability to work independently and as part of a team, adapting to change and supporting others through it. • Creative thinker, able to apply therapeutic principles in diverse and dynamic environments. 	
	<ul style="list-style-type: none"> • Flexibility in working hours, including evenings and travel as needed. • Fluent in English with strong IT skills (Word, Excel, email). • Full driving license • Willingness to undergo DBS disclosure. 	

All employees are also expected to follow and work towards the Therapeutic Practitioner Competencies Framework within their role. (A copy of this document is supplied within the application pack)

The Amicus Community provides excellent regular support and supervision as well as work related training and development opportunities.

The Amicus Community

PO Box 79, Arundel, West Sussex BN18 9XA

T: 01243 544107

E: info@theamicuscommunity.com

W: www.theamicuscommunity.com