



Counselling Centre Manager and Clinical Lead Officer - Birmingham based.

Salary between £35k - £38k based on experience. This is a full-time position.

We are a registered Charity, accredited by the British Association for Counselling and Psychotherapy (BACP), providing a counselling service for adults in ~~of~~ Birmingham and the surrounding area, who are unable to access counselling by other means.

We are keen to recruit someone with the right skills and values to maintain our reputation as a top-class counselling service.

We are looking for an experienced manager with clinical qualifications in the field of counselling to encourage a workplace culture of respect and dignity for those in need of support. You will need to manage our team of volunteer counsellors and provide support and guidance to them.

As Centre Manager and Clinical Lead Officer you will be responsible for:

1. Managing the recruitment of counsellors and allocation of these to clients as appropriate, commensurate with the need of the client and the expertise of the counsellor.
2. Maintaining policies, standards, and procedures
3. Providing general management of the Counselling Centre, including line management of the Receptionist/Administrator.
4. Being the Clinical Lead Officer for Carrs Lane Counselling Centre
5. Being the designated Safeguarding Lead for the counselling service
6. Networking and developing income generation through working partnerships.
7. Co-ordinating continuing professional development for counsellors and the agency as a whole.

You will have a relevant professional qualification (minimum Counselling Diploma-or degree) in counselling or psychotherapy and be working towards or possessing BACP or UKCP Accreditation or similar with at least 3 years post qualification experience of counselling.

You will also have experience in managing teams, the ability to lead and motivate staff and volunteers, many of whom work remotely and be able to organise your own workload and priorities on a day-to-day basis using your initiative.

You will be supported by a team of experienced Trustees who all have a deep commitment to the provision of counselling and the promotion of mental health and wellbeing in Birmingham and who will be able to provide continuing and consistent guidance.

If this position is of interest, please contact us at

e-mail - counselling@carrslanecounselling.co.uk

Telephone – 0121 643 6363