

Seminar Leader – Various

Leads to registration with British Psychoanalytic Council (BPC) as a psychodynamic counsellor.

Seminar Leaders are responsible for delivering high quality, contemporary seminars to groups of up to 14 trainees.

Job Description

1. Accountability

Seminar Leaders are accountable to the Director of Training.

2. Key Tasks and Responsibilities

1. To deliver seminars/ workshops according to the individual module description syllabus and the module learning outcomes.
2. To follow a reading list provided incorporated into the diploma training course.
3. To work on course material via Moodle and to receive and mark essays on Turnitin (in process of implantation).
4. To update the reading list at the end of the module with the Head of training.
5. To complete seminar report forms on all trainees in their seminar.
6. Regular assessment of trainee progress according to the following criteria:
 - a. Attendance (100% attendance is desired but 80% is a must)
 - b. Participation in discussion
 - c. Written Assignments (a pass of 50% in a written assignment according to the marking guidelines already existing within the training programme for the writing and marking of such assignments)
7. To attend a training staff meeting with the Head of Training three times during the academic year.
8. Attend up to two individual meetings with the head of training.
9. To evaluate the module via feedback and post module review with Head of training.
10. To maintain continuous professional development and provide a log if requested to do so by ECS.
11. To inform the Head of Training of any concerns about individual students, e.g. absences, progress of students as and when required and refer students for tutorials when appropriate.
12. To keep up-to- date and accurate registers.
13. To teach within the relevant BPC Ethical Framework (available on the BPC website) and to ensure that students understand and work within the relevant codes.

Person Specification

1. Qualification

1. The appointee should normally have a qualification in psychoanalytic or psychodynamic psychotherapy (unless the module is based on a different modality). All seminar leaders must be registered with either BPC, UKCP or BACP. All appointees must normally have completed a training eligible for BPC registration. They should also have a teaching/training qualification or provide evidence of experience of teaching.
2. All seminar leaders should have or be prepared to work towards Fellowship of the Higher Education Academy (FHEA).

2. Experience and Knowledge

1. The appointee must be able to give evidence of competence to teach the specific subject matter of the seminar module and relevant teaching experience.
2. The appointee must be familiar with current research within their specialist area.
3. Understanding around issues of Safeguarding.
4. The appointee must be familiar with the ECS Code of Ethics and the BPC Ethical Framework and ensure that at all times they work within those codes. The appointee must ensure that trainees are also familiar with those codes and, if relevant, working within them. (Available on BPC website)

3. Skills and abilities

1. The appointee must be able to manage the administrative requirements of the course including meeting deadlines and providing reading lists and other relevant documents online in correct formatting. NB the initial reading list will be provided by ECS.
2. Skills and competency in working online.
3. Ideally experience of delivering course materials on line.
4. To have an understanding of and ability to work with group dynamics.
5. To demonstrate the ability to assess students appropriately and thoroughly throughout the training.
6. To demonstrate a high level of interpersonal and communication skills.
7. To be able to liaise with other staff and managers appropriately.
8. To be able to work effectively as part of a team whilst retaining the ability to work independently.
9. To be able to work within an organisational structure.
10. To be flexible and demonstrate initiative.

4. Attitudes

1. To demonstrate empathy, genuineness and warmth when teaching and working with trainees.
2. To address issues of prejudice and discrimination as they arise.
3. To adhere to the ECS Equal Opportunities Policy.

4. The appointee should be in sympathy with ECS's basic philosophy of making counselling and therapy available to all as far as possible.
5. To have a commitment to ongoing professional development.
6. ECS is committed to moving from a paper environment to a digital environment and the appointee should be both willing and able to work within a digital environment.

Academic Year: October 2018 – July 2019

There are a number of available seminars. Applicants are encouraged to apply for more than one post if possible. Individual Seminar Outlines are available on request.

- Groupwork, Thursdays, 5.30-6.50pm, 10 sessions, Term 3, Year 2 April – July 2018
- Jung Seminar (NB this is the Psychoanalytic Psychotherapy Training and applicants must be BPC registered), Thursdays, 1.00-2.30pm, 10 sessions, Term 3, Year 2 April – July 2018)
- Time Limited Therapy, Tuesdays, 2.00pm – 3.30pm, 10 sessions, Term 3, Year 2, April – July 2018
- Human Development, 20 seminars, April-December 2018, Term 3 2017-2018 and Term 1 2018-2019, Postgraduate Diploma Mode A.

Remuneration

Actual Salary for 10 sessions: £490.00 all inclusive

Any offer of employment is subject to the satisfactory completion of pre-employment vetting checks including a DBS check.

Application Procedure

Applicants are asked to submit:

1. an up to date curriculum vitae
2. a covering letter explaining why you wish to apply for this post and demonstrating how you fulfil the criteria on the Job Description and Person Specification
3. the names of TWO professional referees

Selection will be based on the application and an interview.

Please email applications for the attention of Mariola Kaprata - email: ecs@onetel.com

Closing Date: 5th May 2018

Interviews: To be confirmed