Well-Being Coach

PERSON SPECIFICATION

At Utopia we have built a strong reputation within the local community for providing quality, bespoke services that meet the needs of the young people that we work with. As such we require all our staff to buy into our vision of "To improve life chances by providing opportunities for disadvantaged and vulnerable people within the community. Our ethos centres around delivering tailored projects that are active, challenging and engaging which aim to develop essential life skills and improve community cohesion. Utopia project support people in making the most of their unique talents and aid them in their transition into becoming valued members of society."

- We want everyone to have ***vision*** for themselves and for the world around them;
- We want everyone to have ***values*** in everything they do, even when this means doing something that's hard, not popular or takes a lot of time;

Vision	• Show energy, enthusiasm and passion for what you do • Demand the highest quality in all that you do, and in the work of your team • Willing to champion new ideas and think beyond the status quo • Show an ability to think creatively and 'outside of the box' in your area of expertise, continually seeking improvements in what you do to make the organisation better • Be open to new ideas and change where it will have a positive impact on the organisation • Show a willingness to embrace different ideas and ways of thinking to improve E-ACT • Ability to 'look outside' – to continually learn about innovations in your field, new ways of doing things, and bring that learning into your work • Commitment to self-development, and developing your wider Team • Ability to self-reflect, on yourself, your performance, and to think about how this could be improved further • Ability to encourage ideas from others in order to improve the organisation and build your team's confidence
Values	• Have integrity and honesty in all that you do • Make decisions that are based on doing the right thing, even when this means that they're unpopular or will lead to more work • Take responsibility and ownership for your area of work • Be transparent and open • Be resilient and trustworthy
Collaboration	• Understand how you can have a greater impact as a team than you can as an individual • Understand how you are part of your immediate team but also a much wider organisational team, in working towards our mission • Recognise that everyone is important, and show an ability to build strong working relationships at every level • Recognise and celebrate the success and achievements, no matter how small, of your colleagues • Be generous with sharing your knowledge to help to develop others • Understand and be willing to receive suggestions and input on your area of work from others • Support your colleagues, even when this means staying a little later, or re-prioritising some of your work • Be aware of other peoples' needs and show an ability to offer genuine support • Show an awareness and respect for peoples' differences, and recognise how different characteristics and personal strengths build dynamic and great teams

OUR VALUES, KNOWLEDGE, EXPERIENCE & SKILLS

Requirement: E/Essential, **D**/Desirable **Stage Assessed at: A**/Application, **I**/Interview, P/Probation Period

		E/D	Assessed
Organisation Fit	Vision, Values & Collaboration	E	A, I & P
Knowledge	GCSE Maths and English, minimum grade 4 or equivalent	E	A, I & P
	A nationally recognised diploma in Counselling following a minimum two years training	E	A & I
	Degree in a relevant subject	D	A & I
	Demonstrable understanding and acceptance of the BACP counselling Code of Ethics.	E	A, I & P
	Knowledge and understanding of the barriers to learning faced by children and your people	E	A, I & P
	Knowledge of statutory processes and responsibilities relating to child protection	E	A, I & P
	An established knowledge and understanding of the effect of social, economic and cultural issues on children and young people and how to minimise the impact on their personal and educational development	E	A, I & P
	Relevant safeguarding qualification and/or training	E	A, I & P
	Evidence of recent relevant CPD	E	A, I & P
Experience	Proven track record of providing emotional support to young people with a successful impact on emotional well being	E	A, I & P
	Experience of working with the relevant age group in an educational setting	E	A, I & P
	Experience of working with external agencies	E	A, I & P
	Experience of extracting and analysing data and evaluating progress of interventions	E	A, I & P
	Experience of dealing with sensitive and confidential information	E	A, I & P
	Experience of preparing documentation for external agencies and statutory returns	E	A, I & P
Skills	Skilled in the development and implementation of individual counselling programmes.	E	A, I & P
	Ability to provide a high quality, easily accessible professional counselling for young people in an informal setting	E	A, I & P
	Ability to accurately assess and respond to the needs of children and young people	E	A, I & P
	Ability to communicate in a clear, concise, logical and informative manner with a wide range of audiences, including a range of young people of varied age and ability	E	A, I & P
	Excellent interpersonal skills, with the ability to establish positive and supportive working relationships with young people and adults.	E	A, I & P
	Ability to form positive relationships with and between partner organisations, and with parents/carers and local community representatives	E	A, I & P
	Ability to work effectively within a team environment	E	A, I & P
	Ability to hold difficult conversations confidently and effectively	E	A, I & P
	Ability to use ICT and specialist equipment, produce reports in appropriate format, use software to analyse data and identify trends and issues	E	A, I & P
	Full Clean UK driving License and ability to use own vehicle	E	A, I & P