



# LANCASHIRE WOMEN

*are hiring!*

## Our vision

Where all women in Lancashire are valued and treated as equals.

## Our mission

To empower women and girls to be able to transform their lives by bringing them together to find their voice, share experiences and understanding, develop their knowledge and skills, & challenge stereotypes and misconceptions about them

...so that they can have choices in becoming the individuals they want to be.

**Cognitive Behavioural Therapist**

# About us

**Lancashire Women are a leading charity with the core vision of creating a Lancashire where all women are valued and treated as equals.**

With over three decades of experience, Lancashire Women work from our female-only centres to provide safe, dedicated space for women across the county. We bring together a number of services under one roof- all designed to support women who at any one time may be dealing with a range of issues including: social isolation and exclusion, homelessness, poverty, mental ill-health, or offending behaviour.

Our services are available to all women, but in particular we work with those who find themselves in situations which can increase their vulnerability or place them at significant risk of harm - and who are often facing multiple and complex needs.

Our delivery draws upon three decades of practical experience in supporting women, and is an approach recognised nationally for its effectiveness and impact.



*Closing date: 5th Dec 22*

# Our values

We believe our values need to be translated from the ideals we profess into tangible behaviours which can be operationalised and measured. This way, our teams know and understand how best we can achieve the outcomes and change for the women we work with.

Our commitment is to ensure everyone in LW knows and understand the part they have to play and how they can bring our values into their work.

## Empower

We work to build on the strengths that all women & girls have, so that they can become more confident; especially in controlling their own life and claiming their rights.

## Honest

We try to be real with all the women & girls we work with so they can have choices about their lives, knowing that they will need courage to make changes that will benefit them and those around them.

## Creative

Creative in our approach to supporting women & girls and seeking solutions with them for the challenges.

## Non-judgemental

We accept each woman exactly as they are and genuinely make no moral judgement about their situation.

## Collaborative

We know we learn more and can achieve more when we work together.

**We EMPOWER**  
**We are CREATIVE**  
**We COLLABORATE**  
**We DON'T JUDGE**

# This role

## Overview

Lancashire Women is an established local provider of IAPT services. We are now able to recruit for a Cognitive Behavioural Therapist (CBT) to work up to 37 hours per week in either Accrington or Burnley to help meet the needs of this service and the new contract.

## Job Summary

The post holder will work within the IAPT service providing a range of high intensity interventions using a Cognitive Behavioural Therapy (CBT) approach with clients with a range of complex problems for which CBT is demonstrated to be clinically effective; linking this to and supporting with the Long Term Conditions element. They will also provide clinical supervision, if appropriate, depending on experience.

The post holder will work flexibly and in accordance with service demands and to the agreed number of clinical contacts per week as set by their Line Manager.

The post holder will work with people with different cultural backgrounds and ages and should be committed to equal opportunities.

There is provision of a range of Step 1 to 3 therapeutic interventions within the Stepped Care Pathway ensuring increased patient choice and access to services.

<b>Job Title:</b>	<b>CBT Therapist</b>
<b>Workstream:</b>	<b>Mental Health &amp; Wellbeing</b>
<b>Reporting to:</b>	<b>Senior Therapist / Team Leader</b>
<b>Salary:</b>	<b>dependent on experience, please enquire per annum pro rata (job evaluation in progress)</b>
<b>Hours:</b>	<b>37</b>
<b>Base:</b>	<b>East Lancs: Burnley, Accrington &amp; outreach locations</b>

# Key Responsibilities

**Assess** and support people with a common mental health problem in the self management of their recovery.

**Undertake** and manage a clinical caseload, prioritising work within agreed criteria.

**Accept** referrals via agreed protocols within the service.

**Contribute** to whole workstream approach by supporting clients face to face, over the phone and via group work programmes.

**Undertake** client-centred interviews which identify areas where the person wishes to see change and or recovery and makes an accurate assessment of risk to self and others.

**Make decisions** on suitability of new referrals, adhering to Lancashire Women's referral protocols, refer unsuitable clients onto the relevant service or back to the referral agent as necessary.

**Supervise** other clinical staff.

**Adhere** to an agreed activity contract relating to the overall number of client contacts offered, and clinical sessions carried out per week in order to minimise waiting times and ensure treatment delivery remains accessible and convenient.

**Complete** all requirements relating to data collection within the Mental Health and Wellbeing workstream.

**Keep** coherent records of all clinical activity in line with service protocols and use these records and clinical outcome data in clinical decision making.

**Work** closely with other members of the team ensuring appropriate step-up and step-down arrangements are in place to maintain a stepped care approach.

**Assess** and integrate issues surrounding training, work and employment into the overall therapy process.

**Operate** at all times from an inclusive values base which promotes recovery and recognises and respects diversity.

**Contribute** to the development of best practice within the service.

**Maintain** up-to-date knowledge of legislation, national and local policies and procedures in relation to Mental Health and Therapeutic/CBT Services.

This job description is not intended to be exhaustive. The post-holder will be expected to adopt a flexible attitude to the duties which may have to be varied (after discussion with the post holder) subject to the needs of the service, and in keeping with the general profile of the post.

# Duties

## Supervision

Prepare and present clinical information for all patients on their caseload to clinical case management supervisor within the service on an agreed and scheduled basis, in order to ensure safe practice and the clinical governance obligations of the worker, supervisor and service delivered.

Respond to and implement supervision suggestions by supervisors in clinical practice.

Engage in and respond to personal development supervision to improve competences and clinical practice.

If appropriate, provide clinical supervision to other staff.

## Professional

Ensure the maintenance of standards of practice according to Lancashire Women and any regulating bodies, and keep up to date on new recommendations/guidelines set by the department of health (e.g. NHS plan, National Service Framework, National Institute for Clinical Excellence).

Ensure that client confidentiality is protected at all times.

Be aware of, and keep up to date with advances in the spheres of treatment for common mental health problems.

Ensure clear objectives are identified, discussed and reviewed with line manager on a regular basis as part of continuing professional development.

Participate in individual performance review and respond to agreed objectives.

Keep up to date all records in relation to Views and ensure accuracy of input and reporting.

Attend relevant conferences / workshops in line with identified professional objectives.

## General

To contribute to the development of best practice within the service.

All employees have a duty and responsibility for their own health and safety and the health and safety of colleagues, clients and the general public.

All employees have a responsibility and a legal obligation to ensure that information processed for both patients and staff is kept accurate, confidential, secure and in line with the Data Protection Act (1998) and Security and Confidentiality Policies.

It is the responsibility of everyone in the service that they do not abuse their official position for personal gain, to seek advantage of further private business or other interests in the course of their official duties.

This Job Description does not provide an exhaustive list of duties and may be reviewed in conjunction with the past holder in light of service development.

# Person Specification

<b>Experience &amp; Qualifications</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessment</b>
HIT/CBT Therapist qualification and experience	✓		A/I
A good standard of education and interpersonal skills	✓		A/I
Experience working in a stepped care service for anxiety and depression.		✓	A/I
Experience of working in Primary Care Services/Third Sector Organisation		✓	A/I
Demonstrable experience of working in mental health services	✓		A/I
Knowledge of safeguarding and related processes	✓		A/I
Good use of IT equipment and administrative & organisational skills	✓		A/I
Ability to meet agreed/specified service targets	✓		A/I
Ability to manage own caseload and time	✓		A/I
Able to write clear reports and letters to referrers.	✓		A/I
Worked in a service where agreed targets in place demonstrating clinical outcomes		✓	A/I
Supervision experience		✓	A/I
<b>Knowledge, Skills &amp; Abilities</b>			
Ability to evaluate and put in place the effect of training	✓		A/I
Has received training (either formal or through experience) and carried out risk assessments within scope of practice	✓		A/VR
Able to develop good therapeutic relationships with clients	✓		A/VR
An understanding and commitment to the ethos of LW	✓		A/I
Demonstrates an understanding of anxiety and depression and how it may present in Primary Care	✓		A/I
Demonstrates a knowledge of the issues surrounding work and the impact it can have on mental health		✓	A/I
Knowledge of medication used in anxiety and depression and other common mental health problems	✓		A/I
Demonstrates an understanding for the need to use evidence based psychological therapies and how it relates to this post	✓		A/I

# Person Specification, pt.2

Other	Essential	Desirable	Assessment
High level of enthusiasm and motivation	✓		A/I
Ability to use clinical supervision and personal development positively and effectively	✓		A/I
Ability to work under pressure	✓		A/I
Ability to be self reflective, whilst working with service users, in own personal and professional development and in supervision	✓		A/I
Car driver and/or ability and willingness to travel to locations throughout the organisation.	✓		A/I

Assessment will take place with reference to the following information:

A=Application form

I=Interview

T=Test

C=Certificate



# Information

## Why work for us?

- A chance to work in a rewarding, ethical, and agile environment where everyday you are really making a difference to the lives of women and girls
- Employer Pension Scheme
- Flexible working/worklife balance
- Be involved in an organisation which put service users and co-design at the centre of all we do
- Access to clinical training development opportunities

## Apply now!

Please download:

- Application Form VI
- Id Monitoring Form VI
- Equality Diversity Form VI

And send completed forms to:  
[recruitment@lancashirewomen.org](mailto:recruitment@lancashirewomen.org)

To discuss the role / an informal chat, please contact:  
[Debbie.Topping@lancashirewomen.org](mailto:Debbie.Topping@lancashirewomen.org)

**Closing date:** 5th Dec 22  
**Interview date:** w/c 12th Dec

\* If we have sufficient response, we may close the vacancy and interview early.

## Join the team!

Help make a difference to the lives of women across Lancashire!