

Work for **LANCASHIRE WOMEN**

Registered Charity: 1100976

**Job Title:
CBT Therapist**

**Closing Date:
Thursday 23^d April**



Who We Are

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 four decades of experience, Lancashire Women work from our mainly women 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.



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.

Non-judgemental

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

Creative

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

Collaborative

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

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.

About This Role

Job Title: CBT Therapist

Reporting to: Team Lead

Salary: SP32 £34,926.06, per annum

Hours: 37 hours per week

Location: Accrington

Contract: 12 months, subject to further funding

Overview

A high intensity CBT will work within the Talking Therapies service providing a range of high intensity interventions using a CBT approach with clients that have a range of complex problems for which CBT is demonstrated to be clinically effective; linking this to and supporting with any long term conditions elements. The post-holder will also provide clinical supervision if appropriate depending on their experience. The role requires flexibility and the ability to work with people from different cultural backgrounds and of different ages without judgement or prejudice.

Roles & Responsibilities

Therapeutic service

- Assess and support people with common mental health problems in the self management of their recovery.
- Undertake and manage a clinical caseload, prioritising work within agreed criteria.
- Contribute to whole workstream approach by supporting clients face to face, over the phone, via video links and through group work programmes.
- Undertake initial assessments 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.

- Implement standards of good practice, adhering to the BABCP Standards of Conduct, Performance and Ethics and the BACP ethical framework
- 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.
- Assess and integrate issues surrounding training, work and employment into the overall therapy process.

Record keeping and reporting

- Use administrative, statistical and recording systems effectively ensuring good practice with regard to any sensitive, confidential material, adhering to data protection regulations and the organisation's information security policies and procedures.
- Ensure data quality and accuracy are maintained at all times and all data is input within the time frames set.
- Utilise records and clinical outcome data in clinical decision making.
- Ensure all interactions with clients are recorded appropriately with keen attention to detail.

Supervision (if applicable)

- Supervise other clinical staff within the organisation
- Provide feedback that enables staff to respond to and implement suggestions within their own clinical practice.

Personal responsibilities

- 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.
- 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
- Ensure that required standards of health and safety are maintained where ever working and conduct risk assessments as and when required.
- Work with colleagues to ensure a smooth journey for clients from point of contact through to recovery.
- Attend staff team meetings and mental health team meetings on a regular basis, and attend regular structured supervision sessions with the Clinical Supervisor.
- Undertake appropriate training opportunities in consultation with the Clinical Lead.

- Relate positively to other team members and volunteers.
- Work flexibly as and when required and to support other team members as needed.

General Requirements

- Continually seek to advance own professional skills and the business as a whole, identifying opportunities and areas for improvement
- Act as Lancashire Women brand ambassador
- Use CRM systems to ensure efficient analysis and storage of information
- Adhere to and keep up to date with GDPR regulations, information security policies and procedures and relevant practitioner codes of conduct
- Ensure that standards of health and safety are maintained
- Work flexibly as and when required and to support other team members as needed
- Uphold the policies and ethos of Lancashire Women at all times
- Carry out such other duties as may be required in line with the nature of the post

Person Specification

In the supporting evidence of your application form, you must demonstrate your experiences by giving specific examples for the criteria within the person specification.

Qualifications		
1.1	HIT/CBT therapist qualification	Essential
1.2	GCSE English and Language or a good standard of literacy and numeracy	Essential
1.3	Registered member of the BABCP	Essential
Past Duties		
2.1	Experience of working in a stepped care service for anxiety and depression	Desirable
2.2	Demonstrable experience of working in mental health services	Essential
2.3	Experience of working in primary care services/third sector organisations	Desirable
2.4	Worked in a service where agreed targets were in place demonstrating clinical outcomes	Desirable
2.5	Supervision experience	Desirable
2.6	Completed training or through experience regarding risk assessments within scope of practice	Desirable

Skills & Knowledge

3.1	Knowledge of safeguarding and related processes	Essential
3.2	Good use of IT equipment and administrative and organisational skills	Essential
3.3	Ability to meet agreed/specified service targets	Essential
3.4	Ability to manage own caseload and time	Essential
3.5	Able to write clear reports and letters to referrers	Essential
3.6	Ability to evaluate and put in place the effect of training	Essential
3.7	Able to develop good therapeutic relationships with clients	Essential
3.8	An understanding and commitment to the ethos of Lancashire Women	Essential
3.9	Demonstrates an understanding of anxiety and depression and how it may present in primary care	Essential
3.10	Demonstrates knowledge of the issues surrounding work and the impact it can have on mental health	Desirable
3.11	Knowledge of medication used in anxiety and depression and other common mental health problems	Essential
3.12	Demonstrates an understanding for the need to use evidence based psychological therapies and how it relates to this post	Essential

Personal Attributes

4.1	High level of enthusiasm and motivation	Essential
4.2	Ability to use clinical supervision and personal development positively and effectively	Essential
4.3	Ability to work under pressure to achieve targets	Essential
4.4	Ability to be self-reflective, while working with service users, in own personal and professional development and in supervision	Essential
4.5	Car driver and/or ability and willingness to travel to locations throughout the organisation	Essential

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.

Employee benefits include:

- A chance to work in a rewarding, ethical and agile environment where every day you are making a genuine difference to the lives of women and girls across Lancashire.
- Employer Pension Scheme.
- Wellbeing support.
- Access to range of support services such as money advice etc.
- Flexible working/work life balance.
- Access to a healthcare plan.
- Birthday day off every year.
- Childcare vouchers/ salary sacrifice.
- An opportunity to work in an Organisation where you are truly valued and integral to our every day operations.
- Be involved in an organisation which puts service users and co design at the centre of all we do.

What our team think:

- *'I began to volunteer and immediately felt at home. I changed my study plans and applied for the role.'*
- *'I joined as a volunteer which opened the opportunity for a paid role. I wanted to be part of the support LW offers to make the difference in society, and have not looked back. LW offers great flexibility and home work life balance.'*
- *'I had heard about LW so many times and not once was there a negative comment. This prompted me to see what they were about and i must say i am not disappointed.'*
- *'Team work is the core. We are supportive of each other, pro-active and work well together'*

Apply now!

<https://lancashirewomen.org/about-us/careers>

Please download:

- **Application Form VI**
- **ID Monitoring Form VI**
- **Equality Diversity Form VI**

Send completed forms to:
recruitment@lancashirewomen.org

Closing Date: 22/04/22026

Interview Date: W/C 27/04/2026



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