



Wellbeing
Counselling Service
0161 746 2080



Leading local care, improving
lives in Trafford with you

E- mail applications :

allison.courtney@mft.nhs.uk
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Postal applications:
Macmillan Wellbeing Centre
Moorside Road
Davyhulme
Manchester
M41 5SN

Tel: 0161 746 2080

September 2024

Hello

Thank you for your interest in volunteering as a placement trainee or qualified counsellor with the **Wellbeing Counselling Service (WCS)**. We readily acknowledge the contribution volunteers make to our service and aim to offer a warm, supportive environment for their practice.

Please find below information about the service, the clients, requirements of our application process, and an application form. A copy of the full role description is included.

Please complete and return applications to the above address or e-mails. **Please do not send a separate CV, as this will not be read.**

We are a division of Manchester University NHS Foundation Trust (MFT)/ Trafford Local Care Organisation. We are based within the Macmillan Wellbeing Centre, in the grounds of Trafford General Hospital. Please note: **we are not part of the Macmillan Cancer Support charity.** Therefore, this is **not a Macmillan placement: placement is with NHS/ TLCO.** Please bear this in mind if invited for interview.

WCS provides 1:1 **person-centred counselling**, in a calm and comfortable environment, to adults who are experiencing difficulties following a bereavement *from any cause*, or individuals and family/ carers who are affected by a cancer diagnosis. We accept referrals from numerous sources including GPs, mental health support professionals, community staff and self- referrals.

The service operates on weekdays during normal office hours. All clients are assessed by a Service Co-ordinator before being assigned to a volunteer counsellor.

To ensure that the WCS complies with NHS Trust protocols and guidelines suggested by Bereavement Care Service Standards, all placements are **dependent upon attending induction training prior to commencing client work**. This training is provided free of charge over two consecutive Saturdays in January. There will also be a mandatory twilight, around the theme of suicide, on

For successful applicants, client work will commence when the documentation (including a DBS) and training required by this service and by MFT Volunteer Services (MFT e-learning units) has been completed, which is ideally late January 2024. For student counsellors this includes confirmation of fitness to practice from their training institution. **There is an 6 month/ 50 hour minimum commitment required** (or 50 hours for doctorate students on a short placement.)

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Volunteers may have the opportunity for further training, delivered by the service, during the year. We also anticipate wider engagement with the work of the centre via exploring other volunteer roles and becoming involved. Volunteers need to find their own supervisors: qualified counsellors are offered a contribution to supervision costs. The Service Co-ordinators are available for objective support, advice and discussions on a day-to-day basis which does not constitute formal supervision. All volunteer counsellors can claim travel expenses between their home address and the centre for counselling sessions. Refreshments are provided within the centre.

A limited number of placements are available, and applications far exceed this number each year. A placement is offered following:

- ❖ completion of service application form. Two referees are required: for placement students, one of these **must** be the course tutor.
- ❖ references being received by the service **prior to interview**. We will request references from your referees after short-listing of applications has taken place. In the absence of a reference, the offer of interview may be withdrawn.
- ❖ selection by interviews, to be held in November. Interviews **cannot** go ahead if references are not received in advance.
- ❖ attendance at **both** training sessions: **Saturday 11th** (1 day) & **Saturday 18th** (half day) **January 2025**
- ❖ an ENHANCED Disclosure & Barring Service check being undertaken by MFT Volunteer Services. Please contact us (in confidence) prior to your application for more information or to discuss any concerns you may have about this.
- ❖ an Occupational Health Check/ COVID-19 risk assessment.

THE CLOSING DATE FOR RECEIPT OF APPLICATIONS FOR INTAKE 2024/2025 IS
Thursday 17th October at 12 noon

If successfully shortlisted, your references should be received by us no later than
Thursday 31st October
prior to interview.

Please offer your referees advance notice of this deadline.

For further information, please telephone 0161 746 2080 (confidential voicemail available.)

Alternatively, e-mail: allison.courtney@mft.nhs.uk wendy.congleton@mft.nhs.uk or jayneberry@nhs.net
Applications may also be returned by e-mail, using these addresses.

Thankyou

We look forward to hearing from you

Alli & Wendy

Service Co-ordinators