



Hello and welcome to EDNE

We're a small charity with a staff team of 15 who support people affected by eating distress.

We use the term 'eating distress' because we're a mental health organisation who works with anyone who has a disordered relationship to food, with or without a diagnosis.

Eating disorders

Eating disorders are serious mental illnesses; we use the term eating distress (ED) to include all those who have a difficult relationship with food, usually developed as a way of coping with difficult feelings. It is estimated that around 1.25 million people have an eating disorder.

We work with people with mild to moderate eating distress and have done for over 30 years.

Our work

Our goal is that people with eating distress achieve positive mental health and can experience changed lives through the help of our services.

We are passionate about our work, knowing the difference that it can make in people's lives. Our work is flexible, responsive and person-centred. We work in a holistic way to improve mental health and wellbeing, helping people to understand their condition and its underlying causes, to begin to address difficult behaviours, to develop other coping mechanisms and overcome isolation.

We aim to provide a safe, non-judgemental environment in which people can explore their use of food and underlying mental health problems which typically include anxiety, depression, low self-esteem, body image issues, powerlessness, attachment issues. Our work complements NHS services and we work closely with colleagues in health and other voluntary, community and social enterprise organisations.

About this role

EDNE and Newcastle University have worked closely for a number of years, with our specialist counsellors working within the Student Wellbeing Service to deliver up to 16 sessions of counselling to students who attend Newcastle University.

We are continuing this work into the academic year 2023/24 and are recruiting for a full time counsellor to work alongside an existing part time role.

Newcastle University is an exciting and dynamic place to work, dedicated to world-leading education and research, and places students at the heart of delivery.

The Student Health and Wellbeing team offers compassionate, responsive, confidential support and signposting for students experiencing emotional distress and mental health

concern, as well as guidance and consultancy to university colleagues. You will be joining a team with a wealth of clinical experience alongside a passion for supporting students through their education journey.

Job Description

Job Title:	Counsellor
Reports to:	Counselling Lead, Eating Distress North East
Location:	Hybrid: Newcastle University Student Wellbeing Service with potential for online counselling from EDNE offices (Newcastle) and/or remote working.
Salary:	£28,717.98
Hours of work:	Full time (37 hours per week), including one evening shift per week
Type:	Fixed term Sept 2023 – Sept 2024
To apply:	Please submit an application form by 5pm on Tuesday 18th July to enquiries@edne.org.uk

A. Main Purpose of Job

- Deliver high quality counselling to students attending Newcastle University living with eating distress.
- Maintain all records according to monitoring and reporting requirements.
- Ensure service objectives and targets are met.
- Ensure consistent excellence in service provision.

B. Key Tasks and Responsibilities

Provide counselling sessions, both online and in-person, to students attending Newcastle University affected by eating distress, working mainly from a person-centred approach.

Provide information on and signpost onto relevant services / sources of help as necessary.

Liaise with GPs and other health professionals as needed to ensure a high standard of service which safeguards the physical well-being of the client.

Ensure all students receive a welcoming, safe, sensitive and confidential service that is responsive to their needs.

Ensure all monitoring and evaluation paperwork is completed.

Be responsible for collection and processing of all required monitoring and evaluation information, keeping accurate and up to date case notes.

Work with the Counselling Lead to ensure the professional and effective delivery of EDNE's therapeutic services.

Help people to achieve outcomes.

Supply regular reports and data as required for management information and reporting to Newcastle University and EDNE Board of Trustees.

Attend and contribute to meetings of the counselling team and Newcastle University Student Health and Wellbeing Service.

C. General Duties

Seek continuous improvement in the service through reflective practice, learning from feedback and current developments in the field.

Actively participate in clinical and management supervision and annual appraisals and work to agreed objectives.

Actively contribute to planning and policy through away days etc.

Exemplify and promote the values and ethos of EDNE, demonstrated positively through the work.

Attend all necessary training.

Maintain professional standards of practice, keeping up to date with relevant current issues.

Work in accordance with EDNE's policies and procedures at all times.

Maintain professional registration / accreditation with BACP / UKCP or equivalent.

Be committed to the safeguarding of all children, young people and adults at risk and follow all organisational safeguarding policies and procedures.

Maintain the confidentiality of sensitive personal and organisational information, in line with the organisations confidentiality policy and GDPR policy.

Any other duties of a reasonable nature as directed by EDNE's management team.

EDNE Counsellor – Person Specification

Qualifications

- Recognised counselling / psychotherapy qualification
- BACP/UKCP (or equivalent) Counsellor accreditation or working towards

- Qualification/experience in digital / telephone counselling (or be willing to work towards)
- Post qualification experience in a paid or voluntary capacity

Experience

- Experience of undertaking clinical and risk assessments
- Caseload management
- Experience of monitoring and evaluation methods and processes
- Experience of telephone and / or online counselling using video platforms
- Experience of counselling people aged 16+ who have experience of eating distress (although specialist training will be provided)

Knowledge

- Understanding the importance of confidentiality, safeguarding, handling sensitive personal data and data protection
- Understanding of and strong commitment to the aims and principles of EDNE Eating Distress Service
- Understanding of the Higher Education setting and the implications of a range of mental health difficulties on individuals and potential impact on the University experience
- Good knowledge of and strong commitment to working in an equitable way which takes into account diversity and intersectionality
- Understanding of the issues faced by people with eating distress

Skills

- Ability to assess risk and manage crisis situations. Recognises urgency and takes decisive action when required.
- Takes the initiative to understand the values of the University and the wider Higher Education sector.
- Flexibility and the ability to work in a fast-paced environment.
- Embraces change.
- Able to work under own initiative and /or as part of a team
- Able to build trust and rapport with people
- Excellent written and verbal communication skills verbal,
- Excellent organisational and time management skills
- Able to make good use of clinical supervision
- Ability to develop collaborative relationships with other services and colleagues in order to improve service delivery
- Excellent IT skills, including Microsoft Word, Outlook, and use of case management systems

Other

- A drive to keep up to date with changes in legislation, government policy, research etc on matters relating to emotional and psychological difficulties and mental health in Higher Education.
- Willingness to work flexibly, including some evenings.
- Resourceful and highly motivated.
- Able to have an enhanced DBS check.

Principle Terms and Conditions

Job Title	Counsellor
Responsible to	Counselling Lead, EDNE
Hours worked	Usual working hours are Monday to Friday, 9am to 5pm, including one evening shift per week of 1pm to 9pm (same day each week). However, we operate a flexible system to allow for working patterns outside these hours to be accommodated, with agreement, according to need.
Salary	£28,717.98
Contract	Fixed Term September 2023 – September 2024 Notice to terminate employment following probation is six weeks (one week during the probationary period).
Annual leave	The full-time entitlement is 28 days including three closure days between Christmas and New Year (excluding Bank Holidays).
Pension	EDNE's pension provider is NEST and EDNE makes an employer contribution to this of 3% of salary, rising to 5% after 12 months, provided the staff member makes at least the minimum contribution as per auto-enrolment.
Location	Newcastle University Student Health and Wellbeing Service, city campus. Some remote working may be possible.
Expenses	EDNE will pay for travel if an employee is requested to travel as part of their role (outside of commuting to work).

Recruitment timetable

Deadline for applications: 5pm on Tuesday 18th July

Interviews will be held on Friday 28th July at Newcastle University