

JOB DESCRIPTION: ASSISTANT PSYCHOLOGIST

Job Title: Assistant Psychologist (Part-time)

Please note, that all those referred to this service will be women, so this role is restricted to female applicants only under the Equality Act 2010, Schedule 9, and Part 1. Section 7(2) e of the Sex Discrimination Act 1975.

Location: Helen Bamber Foundation office, London NW1 and Women for Refugee Women, London EC1 (N.B. This post will initially be entirely remote, but may involve travel to the WRW or HBF offices at a later date.)

Responsible to: Clinical Psychologist working with Helen Bamber Foundation and Women for Refugee Women

Hours: 1 day (7.5 hours) per week – **Fixed term for five months** (must be Monday)

Salary: £ 22,594 (pro rata)

Benefits: 27 days holiday (pro rata) plus 4% matched pension contribution (if opted into)

Start date: From 15/11/2021

As this role is for a fixed-term post, we will preference candidates who are able to start in November 2021.

BACKGROUND

The Helen Bamber Foundation (HBF) is a human rights organisation with an international reputation for providing medical consultation, therapeutic care, legal protection and practical support to survivors of trafficking and torture. We are a team of therapists, doctors, lawyers, caseworkers and administrators who help men, women and children recover from the emotional and physical damage they have suffered as a result of torture, human trafficking, or other forms of cruelty.

Women for Refugee Women (WRW) is a charity which supports women who have sought asylum in the UK and challenges the injustices they experience. We focus on enabling women to build their confidence and skills to tell their own stories, and connecting with the public and policy makers in order to try to build a fairer asylum process.

Founder: Helen Bamber OBE, DU (Essex)

Human Rights Advisory Group

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OVERVIEW OF THE ROLE

This role is a continuation of a partnership project developed between HBF and WRW. During the COVID 'lockdown' periods, new mental health needs have been identified in the clients of WRW and we seek to address this need by providing evidence-based therapies to clients through remote technology (telephone or video conferencing). At the moment this role is funded for five months, with a view to identifying the ongoing feasibility of delivering therapy to WRW clients.

As an assistant psychologist working in this new partnership between HBF and WRW, you will be responsible for supporting a clinical psychologist (also working one day per week) in assessing and delivering a range of therapeutic interventions to clients of WRW. As part of the role, you may see clients for 'stabilisation' interventions. You will also be responsible for completing standardised outcome measures with clients for service evaluation and therapeutic purposes. As this is a developing partnership, the role will be evolving, and you may be asked to engage in a number of different tasks to support the running of the therapy service to WRW.

This role will initially be entirely remote, meaning that you will be expected to work from home for the foreseeable future. Travel to different sites may be required if there is a change in the working patterns of either HBF or WRW. We ideally need a candidate who can start by the 15th November 2021. You must be available to undertake this role on Mondays.

We are looking for someone who is committed to working with individuals who have experienced human rights abuses and who have developed trauma spectrum disorders as a result. The candidate will also have a passion for human rights work beyond the individual client work.

MAIN DUTIES AND RESPONSIBILITIES

CLINICAL

Under the supervision of an HCPC Registered Clinical Psychologist, to:

- Support the clinical psychologist in making an assessment of the client's holistic needs.
- Complete standardised psychological measures with clients as required and undertake data entry as required.
- If appropriate, deliver 1:1, short term, CBT informed 'stabilisation' interventions to help clients manage their symptoms of post-traumatic stress disorder (PTSD), depression, or anxiety (or other problem as required).
- Undertake administrative tasks or liaison with other professionals to support the therapeutic activities and running of the partnerships as required.
- Attend regular supervision.
- Maintain accurate and up-to-date clinical records.
- Engage in other activities that support the therapeutic activities of the partnership, as directed by the clinical psychologist (for example to attend staff and volunteer support groups).

GENERAL/ADMINISTRATIVE/IT RESPONSIBILITIES

- To take a client-centred approach to the work, and to ensure clients (and carers) are included in all decisions about their care.
 - To be responsible for updating client records and inputting data onto electronic systems in a timely manner, in line with best practice guidance.
- Under the supervision of a clinical psychologist, prepare letters for clients, as required.
- To assist with ad-hoc casework tasks that are required for clients in the short term
 - Ensure that practice is evidence-based and adhere to all internal policies, as well as adhering to professional codes of conduct and ethical practice guidelines.

- Where necessary, help to promote the work of the HBF or WRW at conferences and other events.

TEACHING, TRAINING AND SUPERVISION

- Any necessary training will be provided at the start of this role.
- To receive regular clinical supervision from the clinical psychologist and in accordance with professional practice guidelines.
- To develop skills and competencies that assist in the delivery of current duties
- To complete a 6-month appraisal and participate in personal development planning (if the role is extended).
- In discussion with your line manager, you are welcome to attend team-wide training opportunities that arise during the course of this role.

To be noted:

- The post holder is expected to comply with all relevant organisational policies, procedures and guidelines, including those relating to equal opportunities, health and safety and confidentiality of information.

PERSON SPECIFICATION

The post holder will be passionate about working with survivors of human rights abuses, as well as having an understanding of the unique social and political context our clients are living in and the effect of this on their psychological wellbeing.

ESSENTIAL

- A First or Upper Second honours degree in Psychology, or a lower class/alternative degree subject with a post-graduate qualification in Psychology that gives GBC/GBR (graduate basis for Chartered Membership/Registration)
- Significant experience of face-to-face work within a mental health/therapeutic setting. Evidence of the ability to develop therapeutic relationships with a range of clients.
- Experience of working with clinical psychologists and has an awareness of professional standards/issues.
- Experience of, and commitment to, multidisciplinary team working.
- Working knowledge of the legal, political and social issues in the human rights, asylum & refugee, and health sectors.
- The ability to work independently. Exceptional organisational skills with experience of managing multiple tasks and prioritising effectively.
- Accuracy and excellent attention to detail.
- Good communication, interpersonal and team working skills, with an ability to work independently and seize opportunities.
- Computer literate and confident in using all MS Office software.
- Understanding of, and commitment to, the objectives of HBF and WRW.
- Ability to accept and use supervision appropriately and effectively. Recognises the limits of own competence and need for supervision.
- To support and maintain high quality clinical practice in the face of regular exposure to highly emotive or traumatic material.
- Evidence of the right to work in the UK.

DESIRABLE

- Experience of working with clients from a range of cultural backgrounds.
- Experience of working with refugees, asylum seekers or survivors of trafficking.
- Experience in working with clients with PTSD and other trauma spectrum disorders.
- Experience of research methods, audit or other service evaluation techniques.
- Experience of working with interpreters.
- Experience of managing others, or evidence of other leadership responsibilities.
- Experience using computers for databases or data-analysis, especially SPSS for Windows.

We particularly encourage applications from underrepresented groups in Clinical Psychology (such as people with disabilities, those from Black, Asian and Minority Ethnic backgrounds or those who have lived experience similar to those of the clients we support).

Please note that the successful candidates will be offered the role subject to suitable references and a DBS check. This role will require disclosure of both the adult and child barring lists. If appointed you will be required to give your consent to HBF to receive regular updates on your criminal records status throughout your time volunteering with us

If you would like to discuss this opportunity further, please contact Dr Emma Veitch on 0203 058 2020. To apply for this position, please email your CV and a covering letter by **5pm Friday 22nd October** outlining your interest and suitability for the role to: emma.veitch@helenbamber.org.

Please note:

- Interviews will likely take place in the first week of November via Zoom.
- Whilst we will endeavour to contact every applicant about the outcome of their application, we may not be able to provide individual feedback on each application.