

Counsellor's Compact

What Seren asks of you.

To work within the boundaries of the Seren Model.

- A commitment to undertake the counselling of two clients for 12 sessions. This comprises one hour of counselling every fortnight (approximately 6 months in total per client).
- If at the end of your Induction Training you do not fulfil this commitment (other than in exceptional circumstances) you will be expected to refund the cost of the Induction Training.
- A commitment to participate in alternate led and peer supervision sessions every fortnight, whether currently seeing a client or not. Supervision acts as a mutual support as well as a learning experience.
- Out of session communication with clients occurs through the Seren office in consultation with the counsellor unless there are exceptional circumstances, e.g. a counsellor needing to cancel a session at short notice.
- Counsellors are expected to inform the Seren office if a client misses a session.
- Potential new clients will be assessed prior to commencement of 12 sessions by experienced Seren counsellors using guidelines contained in Seren's assessment policy. The assessment is discussed in the led supervision sessions

What you can expect from Seren.

- Supervision once a month with an experienced supervisor and peer supervision for the remaining session.
- That administrative back up is provided by the Seren office - concerning referrals, disseminating information, appointments, evaluation etc.
- That any inter-session communication from clients is to go through the Seren office and the counsellor informed of this.
- A range of books is available for use by counsellors and can be lent to clients.
- Clients who have completed their counselling will be offered a range of post-counselling workshops.

Meetings

- A commitment to attend the Counsellor Group meetings as often as possible.
- These are the main forum for discussing Seren policies and procedures and for feeding information back to the Executive Committee. They also provide an opportunity to meet the Co-ordinator and Seren counsellors from other areas.
- Counsellor Group meetings will be held regularly to provide a forum for all counsellors to raise issues arising in their work for Seren and to contribute to the development of Seren policy.
- Seren counsellors are welcome to attend the Executive Committee meetings and will receive the minutes of these meetings.

Training

- A commitment to attend Seren training sessions as often as possible (a minimum of twice a year).
- To feedback information to other counsellors about external trainings sponsored by Seren.
- An Induction Programme for counsellors new to Seren.
- Provision of regular in-house training for current counsellors.
- Funding for counsellors to attend relevant external training, courses or workshops.
- Regular review of counsellor's training needs in supervision and Counsellor Group meetings.

Personal Development

- As in BACP current guidelines.

Holidays/Absences

- To make client work a priority and to ensure that holidays are negotiated in a reasonable way so as to maintain appropriate boundaries with the client and support for colleagues.
- To inform the Seren office immediately if unable to attend a counselling session. To give the Seren office appropriate notice of holidays and as much notice as possible if unavailable.

Health and Safety

- Counselling only occurs at venues and times agreed by Seren. It is ensured that there is always another person “on hand” in the building whilst counselling is in progress.
- The awareness that consideration of counsellor safety is the responsibility of the supervision group.
- Arrangements made by Seren for the use of safe, comfortable venues in which to counsel.

Ethics

- To abide by the BACP or UKCP code of ethics and guidelines for practice.
- To be aware of and abide by the Seren policy statement on confidentiality.
- On completion of counselling to return all client notes to the Seren office.
- Client information is stored in the Seren office according to the BACP guidelines on record keeping.

Equal Opportunities

- You are expected not discriminate on grounds of race, gender, religious beliefs, language, sexual orientation or disability.
- To feel that you are being treated by colleagues and Seren in a fair and supportive manner.
- Seren has a grievance procedure.

Expenses

- Travelling costs should be minimised where feasible.
- Receipts may be required for some expenses, e.g. courses.
- To be paid on the basis of not being out of pocket in your work for Seren, travel costs and childcare are legitimate expenses.
- Payment will be made within a month of submitting the claim form.

Leaving Seren

- We ask that you give as much notice as possible before leaving Seren. If you are leaving because of feeling dissatisfied in any way it would help us if you would discuss these feeling with your supervisor or the Co-ordinator.
- Seren expects counsellors to honour their commitment to complete 12 sessions with their client. If this is not possible the supervisor should be contacted as soon as possible
- If you wish Seren will provide you with a character reference.
- You will be welcome to remain on our mailing list for future training events.