



The  
Listening  
Centre

## CLINICAL LEAD

**Vision:** A society where mental wellbeing is foundational to a healthy community, and psychotherapy is accessible to all.

**Mission:** We provide affordable, professional, and safe face-to-face and online psychotherapy and counselling.

In 2023, we supported 190 people across Oxfordshire with 1,894 therapy sessions, and in 2024, we secured over £35,000 in grants. Our team includes 10 qualified counsellors and 14 trainees who support ~70 clients at any time, offering 26-session counselling programs to foster long-term change.

This counselling provision is made possible by our small, yet dedicated team who provide strategic, financial, clinical, administrative, operational and fundraising expertise, with oversight from our board of Trustees.

**Are you ready to join our passionate team as we provide a space for people to be heard, understood and accepted?**

As our Clinical Lead, you'll play a vital role in driving the client intake, assessment and allocation process, supporting our counsellors, and providing clinical oversight for the organisation.

## KEY INFO

**Position**  
**Responsible to**  
**Location**

**Hours**  
**Salary**

**Terms**  
**How to apply**

**Close date**

**Clinical Lead**  
**Chief Executive Officer (CEO)**

**Remote** (but requirement to attend meetings in Oxford from time to time)

**40 hours per month** (10 hours per week)

**£20 per hour** (to be reviewed annually)

**Freelance, part time**

**Submit a CV and a short cover letter (2pp maximum) about your relevant skills and motivation to:**

**[mariehooper@thelisteningcentre.org.uk](mailto:mariehooper@thelisteningcentre.org.uk)**

**31 January 2025** (applications may close earlier)

# ABOUT THE ROLE

## What are the responsibilities?

- You manage the client waiting lists and lead on the client allocation process.
- You oversee the assessment team including answering clinical queries and holding regular team meetings and personally assessing clients as required.
- You liaise with counsellors and supervisors, providing support on queries and escalations.
- You regularly review all TLC policies, systems and processes working closely with the Operations Manager and CEO, making updates as required.
- You attend and lead regular clinical management meetings.
- You ensure all counsellors have a full clinical and systems induction.
- You assist with recruitment of new counsellors, assessors and supervisors.

## What are the essential requirements?

- Recognised counselling qualification.
- Registered with BACP or equivalent body.
- Minimum of 3 years post qualification supervised counselling experience.
- Ability, and experience of, assessing wide range of client presentations and demonstrating skills levels needed in allocation.
- Good levels of written and spoken English.
- IT skills - proficient in the use of / learning new databases.
- Desire to consult and interact well with TLC staff, clients and volunteers.
- Motivated to develop the clinical delivery of counselling across TLC.
- Ability to motivate, enthuse and work cooperatively with team members.
- Dedication to furthering welfare of TLC.
- Ability to work cooperatively with all team members and volunteers.

## What are the desirable requirements?

- Line management experience.
- Experience working with volunteers, paid staff, ideally in the charitable sector.
- BACP (or UKCP) accreditation or a willingness to pursue this.
- Experience of counselling more challenging areas of mental distress.
- Policy writing.

## Further information

We are committed to fostering an inclusive culture and encourage applications from candidates of global majority backgrounds, those with disabilities, and those with lived experience relevant to our mission.

## TLC Organisational Chart:

