



## About Us

Counselling for Social Change (C4SC) is a registered charity based in Cornwall. Our primary mission is to provide affordable, trauma-informed emotional support to adults on low incomes who would otherwise be unable to access longer-term therapy. We believe that emotional wellbeing should be accessible to everyone, regardless of their financial situation.

We offer free and low-cost counselling to adults across the UK, with a primary focus on Cornwall and Devon. Our sessions are delivered both face-to-face and remotely. Alongside our core community service, we also work to support social justice campaigners.

### Our Core Values

- **Community:** We believe that emotional wellbeing and empowered communities go hand in hand.
- **Compassion:** We provide a nurturing environment to both clients and colleagues.
- **Inclusivity:** We take an intersectional approach to challenging all forms of discrimination.

# Recruitment Procedure

We aim to make our recruitment process as transparent and supportive as possible. Decisions regarding shortlisting and appointments are based on how well an applicant demonstrates they meet the criteria listed in our Person Specification (below).

## The Application Stage

- **Application Form:** You must complete our online application form, demonstrating how your qualifications, experience and skills align with the Person Specification below.
- **References:** If you are a student or recently qualified, one reference must be from your counselling tutor. Otherwise please use your current or most recent clinical supervisor as one of your referees.

## The Selection Process

1. **Shortlisting:** We receive a high volume of applications and will only interview those who clearly meet the essential criteria.
2. **Interview:** Interviews are conducted online and focus on your ability to self-reflect and your alignment with our organisational ethos. There will also be an opportunity for you to ask any questions you may have.
3. **Skills Practice:** Following the interview you may be invited to conduct a 30-minute 'counselling session' with a staff member or volunteer to determine your suitability.
4. **Feedback:** We are happy to provide feedback upon request if you are not selected at any stage.

## Requirements for Successful Applicants

Before starting with clients, you must have the following in place:

- **Induction:** You will be required to attend our online induction.

- **Professional Membership:** You must be a member of an accrediting body overseen by the Professional Standards Authority (PSA). This includes the NCPS, BACP, UKCP etc.
- **DBS Check:** As you may be working with vulnerable adults in a position of trust, we will require an Enhanced DBS check. If you are signed up to the Update Service we can use this, otherwise we will arrange (and pay for) a DBS check for you. Please see our **Rehabilitation of Offenders Policy** in the Appendix for further details on how we handle criminal record disclosures.
- **Safeguarding Training:** You must hold a current Safeguarding Certificate (Level 1 or above). If you do not have a current certificate we will arrange some training for you.

## The Volunteer Commitment

To ensure the stability of our service for clients on low incomes, we ask our volunteers to commit to the following:

- **Clinical Hours:** Build towards providing a minimum of 4 hours of counselling a week.
- **Duration:** Commit to volunteering with us for at least six months to ensure continuity of care for our clients.
- **Supervision:** Attend monthly group supervision with a C4SC supervisor.
- **Notice Period:** Provide at least 4 weeks' notice for planned time off to allow for client management.
- **Admin & Policies:** Maintain regular contact with the management team, undertake necessary administrative tasks, and abide by all C4SC policies and procedures.

## Person Specification

### Qualifications and experience:

	ESSENTIAL	DESIRABLE
<b>TRAINING &amp; QUALIFICATION</b>	<ul style="list-style-type: none"> <li>● Person-Centred/Integrative practitioner. (Level 4 or above)</li> <li>● Completed 'Fitness to Practice' assessment.</li> <li>● Be a member of NCPS, BACP, UKCP or equivalent.</li> </ul>	<ul style="list-style-type: none"> <li>● Experience of personal therapy.</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>● Ability to manage your own practice, including negotiating session times and managing client work efficiently.</li> </ul>	<ul style="list-style-type: none"> <li>● Ability to work with clients with complex needs.</li> </ul>
<b>KNOWLEDGE AND SKILLS</b>	<ul style="list-style-type: none"> <li>● Demonstrable ability to develop good therapeutic relationships with clients.</li> <li>● Ability to communicate sensitive information effectively.</li> <li>● Awareness of the needs of people from a range of backgrounds (race, gender, class etc)</li> </ul>	<ul style="list-style-type: none"> <li>● An understanding of the social, political and experiential context of 'mental illness'.</li> </ul>
<b>ATTRIBUTES</b>	<ul style="list-style-type: none"> <li>● Ability to work reliably and independently.</li> <li>● Commitment to providing long-term, affordable therapeutic support</li> </ul>	<ul style="list-style-type: none"> <li>● An understanding of issues impacting activists.</li> <li>● Experience of campaigning.</li> </ul>

# Why Volunteer With Us

At Counselling for Social Change, we value the time and expertise our volunteers contribute. We have **over 14 years of experience** supporting students as they develop into qualified practitioners, and we are committed to providing a stable, professional environment for your clinical growth. In return for your commitment to our community, we provide:

- **Clinical Supervision:** We provide **two-hour group supervision sessions** monthly with a C4SC supervisor.
- **Peer Support:** Access to **'facilitated' peer supervision sessions**, offering a collaborative space to discuss clinical themes and share best practice.
- **Professional Development:** We host a **regular reading group** to encourage clinical reflection and add to our continuing professional development.
- **Dedicated Support:** You will have the backing of a **dedicated admin and management team** to assist with client matching and administrative queries. All of our team are experienced therapists and supervisors.
- **Paid Opportunities:** While limited, we actively work to identify and provide **paid opportunities for qualified therapists** within our projects whenever possible.
- **Fully Funded Vetting & Training:** we arrange and cover the cost of your **Enhanced DBS check** and an external **Safeguarding Certificate**.

## Ready to join us?

Please complete the online application form

([counsellingforsocialchange.org.uk/volunteer](https://counsellingforsocialchange.org.uk/volunteer)). Once submitted, our team will review your details; if you meet our criteria, we will contact you to arrange an online interview.

## Appendix: Rehabilitation of Offenders Policy

As an organisation assessing applicants' suitability for positions which are included in the Rehabilitation of Offenders Act 1974 (Exceptions) Order using criminal record checks processed through the Disclosure and Barring Service (DBS), Counselling for Social Change (C4SC) complies fully with the [code of practice](#) and undertakes to treat all applicants for positions fairly.

- C4SC undertakes not to discriminate unfairly against any subject of a criminal record check on the basis of a conviction or other information revealed;
- C4SC can only ask an individual to provide details of convictions and cautions that we are legally entitled to know about. Where a DBS certificate at either standard or enhanced level can legally be requested (where the position is one that is included in the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 as amended, and where appropriate Police Act Regulations as amended);
- C4SC can only ask an individual about convictions and cautions that are not protected;
- we are committed to the fair treatment of our staff, potential staff or users of our services, regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability or offending background;
- C4SC has a written policy on the recruitment of ex-offenders, which is available to all DBS applicants;
- we actively promote equality of opportunity for all with the right mix of talent, skills and potential and welcome applications from a wide range of candidates, including those with criminal records;
- we select all candidates for interview based on their skills, qualifications and experience;
- An application for a criminal record check is only submitted to DBS after a thorough risk assessment has indicated that one is both proportionate and relevant to the position concerned. For those positions where a criminal record check is identified as necessary, all application forms, job adverts and recruitment briefs will contain a statement that an application for a DBS certificate will be submitted in the event of the individual being offered the position;
- C4SC ensures that everyone involved in the recruitment process has been suitably trained to identify and assess the relevance and circumstances of offences;

- we also ensure that we have received appropriate guidance and training in the relevant legislation relating to the employment of ex-offenders, e.g. the Rehabilitation of Offenders Act 1974;
- at interview, or in a separate discussion, we will ensure that an open and measured discussion takes place on the subject of any offences or other matter that might be relevant to the position. Failure to reveal information that is directly relevant to the position sought could lead to withdrawal of an offer of employment;
- C4SC makes every subject of a criminal record check submitted to DBS aware of the existence of the [code of practice](#) and makes a copy available on request;
- C4SC undertakes to discuss any matter revealed on a DBS certificate with the individual seeking the position before withdrawing a conditional offer of employment.

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