



Volunteer Counsellor Role Description and Responsibilities

- Counsellors will adopt their own professional body's code of ethical practice and practice within its framework.
- Counsellors will commit to an agreed number of counselling hours per month, agreed with the Services Support Manager.
- Counsellors will attend a **monthly** Counsellor Supervision session with a Supervisor
- Counsellors will attend monthly peer group support meetings. If 3 peer group support meetings missed consecutively, the agreement is deemed to have been broken, unless agreed by the Centre Director and/or Services Support Manager.
- Counsellors will work with clients at the centre.
- Counsellors will maintain appropriate boundaries with their clients.
- Counsellors are responsible for their own competence and will suspend their counselling practice if they are experiencing personal difficulties that may inhibit their client work.
- Counsellors are responsible for attending training/personal development work as arranged by the Services Support Manager.
- Counsellors will maintain an active role in their own personal development.
- Counsellors will maintain client autonomy and integrity.
- Counsellors will maintain client confidentiality, unless circumstances dictate otherwise. Refer to centre 'Confidentiality' and 'Service user suspect self harm or harm to another' policies.
- Counsellors will maintain appropriate client records. Refer to centre 'Data Protection' and 'Confidentiality' policies.
- The Centre Director and/or Services Support Manager reserve the right to terminate the volunteer counsellor's work at Cancer Support Yorkshire.