

Psychotherapy Diploma/MA Tutor

We are seeking to appoint a new Course Tutor to our UKCP-accredited Diploma/MA in Humanistic and Integrative Psychotherapy. Successful candidates will be qualified psychotherapists with UKCP registration. The expectation is that some induction to the role will begin June to July of the current academic year, with new tutors beginning work with their new training cohorts in September 2021.

Successful candidates will be expected to demonstrate:

- a minimum of three years post-qualifying psychotherapy practice
- an understanding of humanistic values and principles in training, adult education, counselling and research
- familiarity with humanistic and psychodynamic theory and an ability to integrate these theories in therapeutic practice
- previous experience of using teaching or training skills in a professional context
- training and previous experience as a psychotherapy supervisor

Job Description

The duties of the paid role are:

- To prepare and teach the curriculum for each contact day in liaison with your co-tutor. This will involve double staffed seminar teaching and various other activities
- To work with the Course Leader to incorporate developments to the curriculum and course materials as required
- To act as tutor to half the students on the course, offering tutorials as indicated in the prospectus for the course - these being outside the course day teaching time
- To act as supervisor to half of the cohort in MA Module 1, offering group supervision during the course day and individual supervision on a fortnightly basis outside the course day
- To administer students' progression through the course, including attendance and written requirements
- To set and mark assignments and assessments throughout the course
- To supply samples of marked work for external moderation
- To participate in email correspondence, meetings, or videoconferences with other staff and the Course Leader as required in relation to student needs or course development discussion
- To keep up to date student files, in conjunction with the Office Manager
- To provide seminar cover for absent co-tutor (short term illness)
- To be responsible for quality assurance alongside the Course Leader and the Director

Additional Duties (paid in addition to your salary, at standardised hours and rates, at the end of each term):

- -To attend Psychotherapy Examination Board meetings as appropriate
- To attend MA Assessment Boards and The Boards of Studies as appropriate
- To assist with recruitment to the Psychotherapy course, through vetting applications and references, undertaking interviews, and attending post-interview meetings to discuss applicants and allocate places
- To attend two whole-day Staff meetings each year
- To participate in BCPC Open Days or Evenings, as requested by the Course Leader
- To attend Psychotherapy Team Development Meetings (either one day per year, or two half days)
- To attend Supervision each term with your co-tutor (with Supervisor of your choice)
- To offer Extra Tutorials to students with designated special needs (for example dyslexia)

Person Specification

Essential – The candidate must:

- have an understanding of humanistic values and principles in training, adult education, psychotherapy and research
- have a Diploma in Psychotherapy
- be UKCP registered
- be familiar with humanistic and psychoanalytic theory, and demonstrate an integration of these theories in practice
- have a minimum of 3 years post-qualifying clinical practice
- have training and/or accreditation in supervision
- be an experienced supervisor
- have previous experience of working as a trainer, or in a similar setting where trainer skills have been used (i.e. transferable experience)
- have previous experience of working with students' personal development

Desirable – The candidate would

- have an MA in Psychotherapy
- have a teaching or trainer qualification (e.g. B.Ed, PGCE)
- have previous experience of working at postgraduate level