



Clinical Director, The Maya Centre

Hours per week:	21 hours (3 days per week) with possibility of extension to 28 hours depending on funding
Salary:	£36,000 pro rata + 3% pension
Annual leave:	30 days plus Bank Holidays, pro rata
Location:	The Maya Centre, Unit 8, 9-15 Elthorne Rd, London N194AJ (based at home during Covid-19 only)
Reports to:	Chief Executive Officer

Job Purpose

The Maya Centre is a unique women-only charity based in Islington, offering free specialist psychotherapy and holistic support to women on low incomes, whose mental health and wellbeing have been affected by experiences ranging from deprivation and isolation to racism, exploitation and Violence Against Women and Girls (VAWG). 65% of our clients come from Black, Ethnic Minority and Refugee backgrounds and we adopt specifically intercultural and intersectional approaches in supporting them towards greater voice, choice and control in their lives. Offered in over 13 languages, our trauma-informed services are BACP accredited and include:

- 1:1 psycho-dynamic counselling
- Group therapy including psychoeducation and arts therapies
- Complementary therapies including Reiki, Massage and Yoga
- Targeted support – Irish Women’s Project and Black Women’s Group
- Community development, outreach and support

We are looking for a warm and dynamic Clinical Director to lead our team of dedicated therapists and support the strategic direction of the organisation. With a strong track record in delivering trauma-informed mental health services, the ability to support and manage a diverse team working part-time, and a keen eye for detailed clinical monitoring and reporting, you will work closely with the CEO and Trustees to deliver our five-year strategy with a focus on reaching more women across London in need of our support.

Please note this post is open to female applicants only as being female is deemed to be a genuine occupational requirement under Schedule 9, Paragraph 1 of the Equality Act 2010.

We want our organisation to reflect the diversity of the women we serve and we particularly welcome applications from those with lived experience, and from under-represented groups including women from Black, Asian and minority ethnic communities.

Job Description – Key Responsibilities

1. Lead on the clinical aspects of strategic planning and organisational management, in liaison with the CEO and Board of Trustees.
2. Develop the Maya Centre Clinical Model, utilising evidence from both internal and external sources relating to women's wellbeing, VAWG and trauma-informed practice.
3. Manage the intake, assessment and allocation process according to different support and project funding streams.
4. Manage and support the centre's clinical staff including the Clinical Administrator, Sessional Therapists and Placement Volunteers.
5. Act as Designated Person for Adult Safeguarding to include oversight of staff training, risk management, recording/ reporting in line with company policies.
6. Ensure all complaints, incidents and subject access requests are investigated with following due process.
7. Ensure staff compliance with Data Protection and Confidentiality policies in respect of client data, working closely with the Core Team to maximise data security across the organization.
8. Work with all Maya Centre staff and Trustees to develop better participation, co-design and representation within the organisation from women with lived experience, particularly those from minoritised communities.
9. Represent The Maya Centre at external meetings, conferences and networks in order to develop partnerships, promote our vision and clinical expertise.
10. Carry out any duties consistent with the efficient and effective management of the organisation as may be required

Person Specification

Essential Skills	Desirable Skills
<ol style="list-style-type: none"> 1. Strategic & operational clinical leadership within a small organisation, department or unit. 2. Experience of managing assessment, intake and allocation of clients with mental health issues. 3. Successful experience in line-managing clinical staff, including the use of professional development, performance management and safeguarding protocols. 4. Successful experience of managing and developing clinical monitoring and reporting systems which support both targets and outcomes. 5. Training and experience in both psychodynamic and trauma-informed approaches to psychotherapy. 6. Accreditation with the BACP, UKCP or similar relevant body . 7. Excellent verbal and written communication skills. 8. Experience of working with minoritised or deprived groups with multiple barriers and limited access to psychotherapy. 9. Demonstrable commitment to the spirit and practice of Equality & Inclusion within mental health services. 	<ol style="list-style-type: none"> 1. Knowledge of the CORE outcome measures database. 2. Experience of project funding, management and reporting. 3. Direct experience of managing VAWG services. 4. Experience of delivering or managing NHS/ IAPT compliant services under contract. 5. Experience of maintaining organisational accreditation and/ or quality standards in counselling and psychotherapy with a relevant body e.g. BACP.

To apply for this post please send us a CV and detailed covering letter which demonstrates how you meet the person specification, including relevant examples from paid and/or voluntary work. Email your CV and cover letter to admin@mayacentre.org.uk

**The closing date for applications is Friday 12th February 2021 at 5pm.
Interviews will take place w/c 22nd February 2021.**