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**JOB DESCRIPTION**

**CO-ORDINATOR, THERAPEUTIC SERVICES**

**Job Title**: Co-Ordinator of Therapeutic Services for Young People  
**Location**: Candle Community Trust, Lynch’s Lane, Ballyfermot, Dublin 10  
**Reports to**: Director, Candle

**About Candle Community Trust**:  
Candle Community Trust is a charitable organization committed to supporting the well-being and development of young people through a range of services, including educational, developmental, and therapeutic programs. We believe in empowering young people by providing them with the resources, care, and guidance they need to thrive in all areas of life. Our therapeutic services offer young people a range of interventions including psychotherapy, counselling, acupuncture, reflexology, yoga, mindfulness in a safe, nurturing environment.

**Position Overview**:  
The Co-Ordinator of Therapeutic Services for Young People will lead the development and management of a high-quality, trauma-informed therapeutic service designed to meet the emotional and psychological needs of young people. You will work closely with the clinical team and other staff members to deliver therapeutic interventions while ensuring that the service continues to evolve and expand in response to the needs of the community.

This role requires a qualified therapist with significant experience in psychotherapy, clinical supervision, and trauma-informed care. The Co-Ordinator will have the opportunity to contribute to shaping the strategic direction of the therapeutic services, building new programmes, and ensuring the continuous professional development of the team.

**Key Responsibilities**:

1. **Leadership & Management**:
   * Lead, manage, and supervise a multidisciplinary team of therapists and support staff across both the **Therapeutic Space** and the **Community Support Hub**.
   * Provide clinical supervision and guidance to staff members, ensuring that all therapeutic interventions are of the highest standard.
   * Foster a positive and supportive working environment that encourages professional development and collaboration.
   * Manage the day-to-day operations of the therapeutic services, ensuring that resources are used effectively and that all activities align with the Candle’s mission and values.
2. **Service Development & Expansion**:
   * Oversee and continue to develop both the **Therapeutic Space** and the **Community Support Hub** to meet the evolving needs of young people in Ballyfermot and the surrounding communities.
   * The **Therapeutic Space** offers a range of therapeutic services to young people already directly engaged with Candle’s educational and developmental services. This space is integral to the wrap-around approach we offer, ensuring young people have access to the emotional support they need to thrive within the organization.
   * The **Community Support Hub** provides therapeutic services to young people in the wider Ballyfermot community, including those who may not be directly engaged with Candle's other services. This includes accepting referrals from external agencies and offering accessible, high-quality therapeutic support for young people facing emotional and psychological challenges.
   * Develop strategies to expand the reach of both spaces, ensuring that more young people benefit from the services offered, and that community outreach is effective.
   * Build relationships with local agencies and stakeholders to promote the Community Support Hub and encourage referrals from external organizations.
3. **Trauma-Informed Care**:
   * Lead the team in the application of trauma-informed care principles across all aspects of service delivery.
   * Support the team in understanding the impact of trauma on young people’s behaviour, relationships, and development.
   * Ensure that services are safe, empowering, and culturally sensitive for all young people, with particular attention to their emotional and psychological well-being.
4. **Clinical Practice**:
   * Provide direct therapeutic support to young people in both the **Therapeutic Space** and the **Community Support Hub**, employing trauma-informed, evidence-based practices.
   * Ensure that all therapy and counselling services are tailored to the individual needs of each young person.
   * Undertake assessments of young people and develop therapeutic plans that are appropriate and responsive to their emotional and psychological needs.
   * Develop and implement therapeutic interventions, both individually and in group settings.
5. **Team Support & Development**:
   * Foster a collaborative environment among the therapeutic team, offering clinical supervision and opportunities for ongoing professional development.
   * Ensure that all team members are well-equipped to provide the best possible care by organizing training on trauma-informed practices, safeguarding, and other relevant topics.
   * Ensure that regular supervision sessions are in place to support team members’ clinical practice and personal development.
6. **Reporting & Accountability**:
   * Maintain up-to-date records of all therapeutic services, ensuring compliance with organizational policies and relevant regulations.
   * Prepare reports for internal and external stakeholders, including the board of trustees and funding bodies, demonstrating the impact and effectiveness of the therapeutic service.
   * Contribute to the development of funding applications and reports to secure ongoing financial support for the service.

**Qualifications & Experience**:

* A professional qualification in psychotherapy
* Accreditation with IAHIP/IACP or an equivalent body
* A recognized clinical supervisor qualification or the ability to offer clinical supervision.
* Significant experience providing psychotherapy and counselling services, ideally with young people.
* Proven experience of leading and managing therapeutic teams.
* Knowledge and experience of trauma-informed care and its application in a therapeutic setting.
* Ability to work creatively and strategically to develop and expand therapeutic services.
* Familiarity with safeguarding, child protection, and ethical guidelines in therapeutic practice.
* Full drivers licence with access to own transport.

**Personal Attributes**:

* A compassionate, empathetic, and understanding approach when working with young people.
* Strong leadership and communication skills, with the ability to motivate and inspire a team.
* A passion for supporting young people to overcome trauma and thrive.
* Ability to work autonomously while maintaining a collaborative approach to teamwork.
* Strong organizational and problem-solving skills.
* Be capable of working independently, managing own workload and reporting on progress in an effective manner.
* Strong ethical boundaries and commitment to maintaining high standards of best practice
* Flexible, dedicated and committed to achieving the organisations’ objectives

**What Candle Community Trust offers:**

* An exciting opportunity to lead a key project within Candle.
* An opportunity to lead a team of committed and dedicated professionals.
* A chance to make a real difference in the lives of young people.
* Supportive and engaging work environment
* A newly developed campus with excellent facilities
* Continuous professional development opportunities
* Employment Assistance Programme
* Generous annual leave allocation
* Salary Scale: €57,015 - €65,240

**Application:**

**Please send a Cover Letter, CV and completed Application Form to:**

**info@candletrust.ie**

**Closing date for receipt of application is Monday, April 7th, 2025.**

**First Interviews will be held on the week of April 14th, 2025.**

**Candle Community Trust is committed to equality and diversity**. We encourage applicants from all backgrounds and are committed to creating an inclusive and supportive environment for both staff and participants.