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**Head of Professional Practice**

**£75,000 FTE**

**Part time**

**About Us**

We are the leading professional association and a Professional Standards Authority Voluntary Accredited Register for the psychoanalytic and psychodynamic psychotherapy profession in the UK. One of our key roles is to regulate the profession, adjudicating on complaints and maintaining professional standards. The other is to advance understanding of our work to the public and support our profession via guidance, training and other activities.

We enjoy a reputation for high clinical and professional standards within the counselling and psychotherapy profession and, unlike other similar organisations, we are purely psychoanalytic in our focus. We accredit training programmes provided by our Member Institutions, ensuring that they meet our exacting standards. Individuals who qualify from these accredited trainings are eligible to become Registrants of the BPC and appear on our public Register. Registrants must comply with our Code of Ethics and Continuing Professional Development requirements.

As well as our regulatory role, we advance the knowledge and understanding of psychoanalysis and psychoanalytically informed therapies by virtue of working with policy makers and through the mediums of conferences, publications and other activities.

**We are a small organisation of 7 staff with no clinical or professional practice** **expertise, which currently is held within our Board of Trustees and committees.**

**Job purpose**

This is a new post, bringing clinical and professional practice skills into the heart of our Executive team. The postholder will work as part of the Senior Leadership Team to deliver the organisation’s strategic aims and to help shape the future of the British Psychoanalytic Council and the profession more widely. The postholder will develop and support the organisation’s values and culture, informing all that we do with a deep understanding of the work of psychoanalytically informed therapies.

We are looking for someone with strong clinical and professional experience as well as experience of working within an organisation who can bring together the clinical and nonclinical expertise we have across our team. The postholder will be able to think creatively and be able to solve issues which may arise when working within a small organisation.

**Reporting to CEO**

Contract type: **Permanent 2.5 – 3 days per week**

Salary: **£75,000 FTE**

Location: **Suite 7, 19-23 Wedmore Street, London N19 4RU**

**Closing date for applications is by 8 November** and interviews of shortlisted candidates will take place **week commencing 15 November** with second interviews for successful candidates week commencing **29 November.**

**Job Description**

**Responsibilities**

**General**

* To work as part of the Senior Leadership Team (SLT) and to provide written and verbal clinical and professional practice advice and recommendations on profession-related matters, and clinical input across the organisation.
* To improve employees’ and affiliates’ knowledge and understanding of psychoanalysis and psychodynamic psychotherapy.

**Fitness to Practise / Complaints**

* To provide written clinical and professional practice advice and guidance on Fitness to Practise allegations and other matters, as and when requested by the Head of Regulation.

**Membership Institution Development**

* To work with the Registration Committee, develop and oversee the accreditation and re-accreditation of training programmes
* To review and develop criteria for accreditation of training programmes
* To contribute to the organisation’s relationship with Member Institutions

**Policy Development**

* To work with the Head of Regulation, the Professional Standards Committee and Ethics Committees, write and operationalise policies relating to professional practice
* To work collaboratively with your equivalents in other professional standards regulators such as BACP and UKCP on the development of shared professional practice policies and competency frameworks such as SCoPEd.
* To write and operationalise policies which inform and promote equality and diversity both within BPC and within our Member Institutions.

**Membership / Registration**

* To provide written profession-related advice and guidance on any renewal declarations
* To provide clinical and non-clinical advice and guidance on the improvement of the registration journey and experience.
* To provide advice to the SLT on the current and future membership categories to meet the BPC’s organisational objectives
* To support the Head of Operations and Professional Standards Committee on the implementation and improvement of the CPD audit process.
* To look for opportunities to grow the BPC’s membership base and to assist with the development of relationships with new psychoanalytically informed training organisations.

**Communications**

* To contribute to New Associations, BPC’s Newsletter and other publications, advising on professional practice matters
* To work with the Communications Manager, develop an effective registrant communication strategy
* To contribute to public policy and marketing matters where professional expertise is needed and acting as spokesperson to the press etc where required.
* To work with the Head of Operations and the Communications Manager, develop and curate BPC’s training and conference activities providing expert knowledge on potential speakers and themes

# **Person specification**

**Essential**

1. Current or recent BPC registrant without restriction or adverse fitness to practise history (BPC or otherwise) who is up to date with current practice
2. Demonstrable ability to provide profession-related and clinical advice and guidance at a senior level in a similar organisation
3. Demonstrable ability to develop and write policy documents
4. Experience of having worked as a trainer or supervisor within the psychoanalytic profession
5. Excellent communicator with proven experience of communicating highly technically knowledge, principles and issues effectively to people without a background in psychoanalytic and psychodynamic psychotherapy and to a range of stakeholders including a board of trustees
6. Awareness of the importance of a complaints handling/Fitness to Practise processes
7. Evidence of successfully working collaboratively within teams / functions, shaping and influencing their direction
8. A proven role model for respectful, open and honest behaviour including a demonstrable commitment to equality and diversity in service delivery

**Desirable**

1. Experience in strategic planning and objectives defining, in complex environments that are subject to significant on-going change.
2. Experience of working in a similar organisation
3. Knowledge of statutory professional regulation
4. Knowledge of professional associations or membership bodies