



Applied Research
Psychoanalytic Psychotherapist
Equality, Diversity and Inclusion
Trustee Candidate
Information Pack

April 2021

WPF Therapy Snapshots

Therapy 2019-2020

"Therapy saved my life and helped me reconnect with myself."

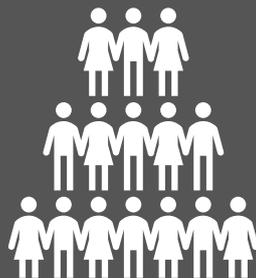


50%

of new clients are recommended to WPF Therapy by Friends or Family

500

Assessments Booked



Over **1300** Enquiries

"WPF provided a safe space for me to investigate what was holding me back in life. I would happily recommend them to anyone else."



£5

The Kyle Clinic offers low cost therapy for 1 year from £5

"Therapy was the only truly 'safe' space within which I felt able to deal with certain problems in my life, because it offered me an opportunity to establish a trust-based working relationship with someone both professionally qualified to help and emotionally uninvolved in my life."

Staff and Volunteers Snapshot 2019-2020



"I am finding therapy online surprisingly enjoyable."



Over

81%

of staff are happy working for WPF

"The camaraderie of WPF colleagues and developing new digital skills to facilitate learning and deepening my psychodynamic application to working online."



"The importance of self-care and empathy as its difficult times and that other colleagues are going through hard times too."



"How well we have all cooperated and helped each other."

Training & CPD Snapshot 2019-2020

"I am enjoying the course. I find it informative and challenging and I am trying to see my shortcomings and understand myself more. I think the course is crafted well."

109

Trainees on PG Diploma/Clinical Qualification courses



"I feel the course has exceeded my expectation, it is very interactive, and seems to work effectively over zoom. It is far more detailed than I had anticipated, but this is only a positive thing."

23

Graduates on the PG Diploma/Clinical Qualification course



"A reminder of the heart of therapy."

718

Attended CPD events



"The lecture was a life enhancing 90 minutes that will stay with me."



"WPF Conference was inspiring, nourishing and inclusive"

Thank you for your interest in WPF Therapy

Founded in 1969, WPF Therapy has much to be proud of in its history, having a reputation built on delivering high quality psychotherapy made accessible to thousands of clients through affordable pricing and inclusive practice. Our charity has worked through and adapted to major social change and this year, as a society and as individuals, we have all faced new challenges due to the pandemic. The organisation has responded with immense flexibility and professionalism in prioritising its support to clients and trainees through tailored online delivery

We are as committed as ever to making sure effective therapy is accessible to those who need our help and we are confident that our revised models of delivery and the contemporary content of our clinical qualifications will equip therapists to deliver effective flexible therapy in a changing future.

WPF Therapy's work is done in the service of others and we engage in that work alongside the wider profession to support the development, utilisation and application of the psychodynamic model. Running as a Social Enterprise, the Board is responsible for ensuring that our charitable work is underpinned by sound financial management. Our services are based on the principle of being open and accessible to all so we want to ensure we use the Board's collective expertise in developing and delivering services

Past experience as a trustee is not essential. We would welcome approaches from people who share our values and are enthusiastic about making psychodynamic psychotherapy more accessible therapy through multi-channel delivery. We are particularly keen to hear from experienced Psychoanalytic Psychotherapists and those with a background in using outcomes to inform practice development. We also know that more diverse Boards benefit from greater breadth of experience and the possibility of finding different solutions from those tried before. So we would be particularly keen to encourage applications from those that are from groups under represented within the psychotherapy sector.

We have a committed, expert Board, a clear agreed strategy and a renewed vision developed in collaboration with staff, clients and trainees. I hope you will join us as we plan ahead, finding new ways to best meet the needs of our clients and trainees in this changing global context.

Steve Davidson

Chair, WPF Therapy

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About WPF Therapy

Our Vision:

A safe space that empowers individuals to manage their own lives and flourish.

Our Mission:

As a charity, our mission is to advance mental health and wellbeing for the benefit of society and everyone. We do this in four ways:

- by providing affordable **therapeutic services** to promote mental and emotional well-being
- by providing **training and educational opportunities for** therapists, and those involved in the caring professions, in order to ensure a skilled workforce is available to deliver effective treatments
- by supporting, promoting and engaging in **research** into mental health and its treatment
- by raising **awareness** of mental health issues and treatments

Our Values:

- Community
- Learning
- Openness
- Expertise
- Professionalism
- Compassion

WPF Therapy provides therapy services for more than 400 clients every week and training and professional courses in counselling and psychotherapy for over 1,000 people every year. Our services are delivered face to face both in our building and online.

We provide:

- high-quality, affordable counselling and psychotherapy
- a variety of therapies, individual and group, short and long term, to help people with different needs
- professional training and Continuing Professional Development in psychotherapy
- training in counselling skills

WPF Therapy is a trusted and well-respected talking therapy charity and training organisation, providing both a clinic and training in psychodynamic psychotherapy.

Therapy

We specialise in Psychodynamic psychotherapy a type of talking therapy where, through the relationship between the client and therapist, the client is able to explore unconscious patterns in a safe environment, enabling them to become more aware of their unconscious patterns and, through time, increase their self-awareness, build greater confidence, better relationships and a greater ability to manage and enjoy their life.

There are three different types of therapy we offer:

	Open-ended therapy	Time-limited therapy	Group therapy
Description	Individual weekly therapy sessions usually happen at the same time each week. There is no end date as it is down to the individual as to how long it takes.	Individual weekly therapy sessions which usually happen at the same time each week and are based around a specific issue which can be explored during a 12-week period.	Weekly group therapy sessions where the group members are guided by an experienced group analyst.
Who is it best for	If you notice similar patterns throughout your life, but you are unable to describe it, open-ended therapy is best for you as it takes time to uncover unconscious patterns.	If you can describe what you need therapy for (e.g. a specific problem), a 12 week, time-limited programme could work well for you.	If you would like to explore relating to others and yourself, group therapy may be a good option for you.
Things to consider	Specific times vary, but this usually lasts for at least 3 years. While taking on the commitment can be daunting from both a time and financial commitment perspective, deep rooted issues take time to successfully uncover and resolve.	By contracting for 12 sessions of therapy with a focus on addressing known concerns, there is an opportunity to get help and make progress whilst setting the total financial commitment at the start.	

We start all client work with an Initial Consultation with one of our therapists which we use to explore and understand the client's presenting issues and concerns. These are in-depth consultations which enable us to recommend whether psychotherapy is appropriate and, if so to consider which type of therapy and how to match the client with one of our therapists.

We offer therapy within our training clinics, all of our therapists have undergone training and many are furthering their training through our organisation. Supervision is part of good therapy

practice, the level of supervision is matched to the experience of the therapist so that our trainees receive more frequent supervision from a senior therapist who oversees their clinical work. For particularly complex issues, we are able to offer one year with a more experienced psychotherapist. At the end of which there is an opportunity to consider moving into the training clinic for longer term work.

We offer a sliding scale of fees based on income, so we are able to offer affordable therapy for everyone.

More about [our therapy options](#).

Training

We offer highly regarded training in psychotherapy, CPD and run a number of taster sessions, events and workshops. We provide training at both a foundation level and a qualifying level. Trainees can start with our Foundation Certificate courses and progress to the Clinical Qualification in Psychodynamic Psychotherapy. For those trainees who are looking for a more intense model they can continue their development with our Psychoanalytic Psychotherapy training.

We also run a wide-ranging programme of specialist CPD courses for qualified counsellors and psychotherapists. These include a Post-Qualifying Certificate in Supervision and a Certificate in Clinical Assessment Skills as well as a full programme of workshops and lectures. WPF Therapy uses multi-channel delivery which means that some sessions are delivered remotely.

Our key courses are:

- Foundation level:
 - Foundation Certificate in Counselling Skills
 - Diploma in Counselling Skills
- Full qualification level:
 - Clinical Qualification in Psychodynamic Psychotherapy
 - This is a 4 year course which leads to registration with the BPC and UKCP and is also BACP accredited
 - We match students from this course with clients, which is supervised by our senior clinicians
 - We are unique in that our students qualify with clinical experience and clients to enable them to start their own successful practice
 - Supervisor training

Training is costly both emotionally and financially.

We run a number of specialist CPD courses such as:

- Post qualification certificate in supervision
- Kleinians since Klein Study Group 2020-2021
- Certificate in Clinical Assessment Skills

We also run a number of events such as:

- Open events and taster sessions
- Workshops
- Lectures, Conferences and Reading Groups

More about [our courses](#)

Our Structure

Governance

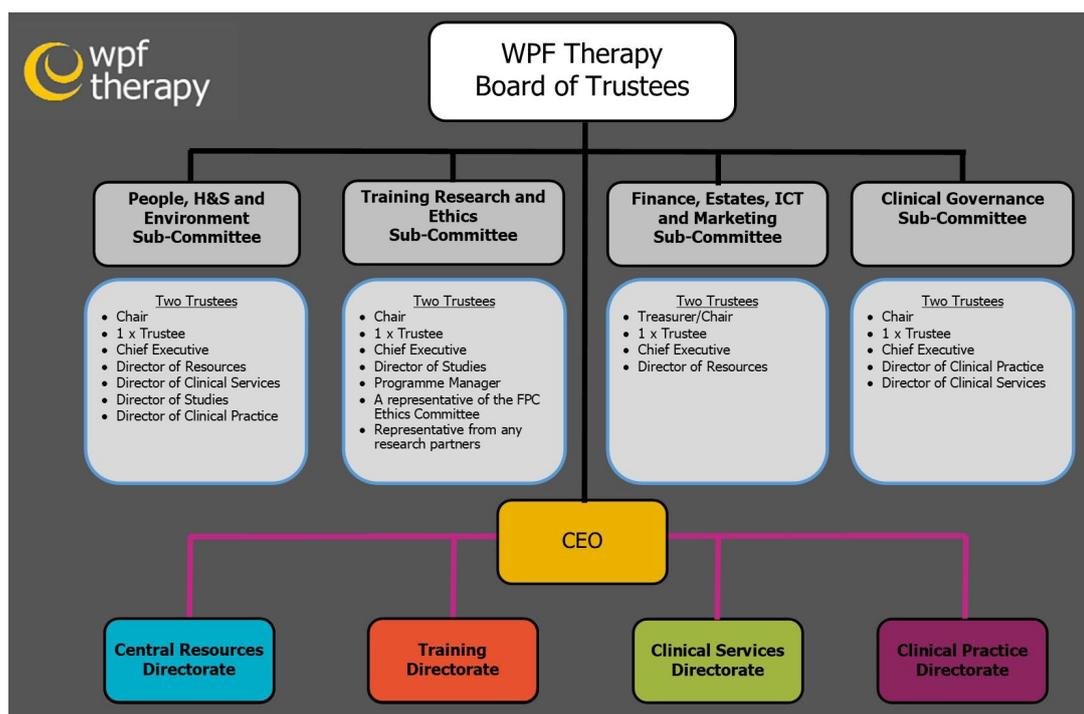
WPF Therapy is a registered charity operating as a social enterprise and we measure our Board performance against the [Charity Governance Code](#).

The Board of Trustees plays a very important role in making sure that as a charity, WPF Therapy is run in the interests of the people it is there to support and in line with our formal charitable objects. They strategically oversee the management and administration of the organisation checking that its work and goals are in line with its vision. WPF Therapy's Board of Trustees meet regularly to monitor the performance and progress of the organisation, ensuring that we are on track in the achievement of strategic objectives. Strengthening of our processes has over years one and two of our current strategy period has resulted in more robust internal scrutiny and greater accountability at all levels. This was supported through substantial investment in systems and processes, as well as training.

Trustees are not involved in the day-to-day running of WPF Therapy. The Board has delegated authority to the Chief Executive and Executive Team to manage operations. Instead, they play the role of 'critical friend' to the Chief Executive and team by giving support and by challenging – in a constructive way – to help them manage effectively.

[Click here](#) for our Annual Report.

[Click here](#) for the [Current WPF Therapy Trustees](#)

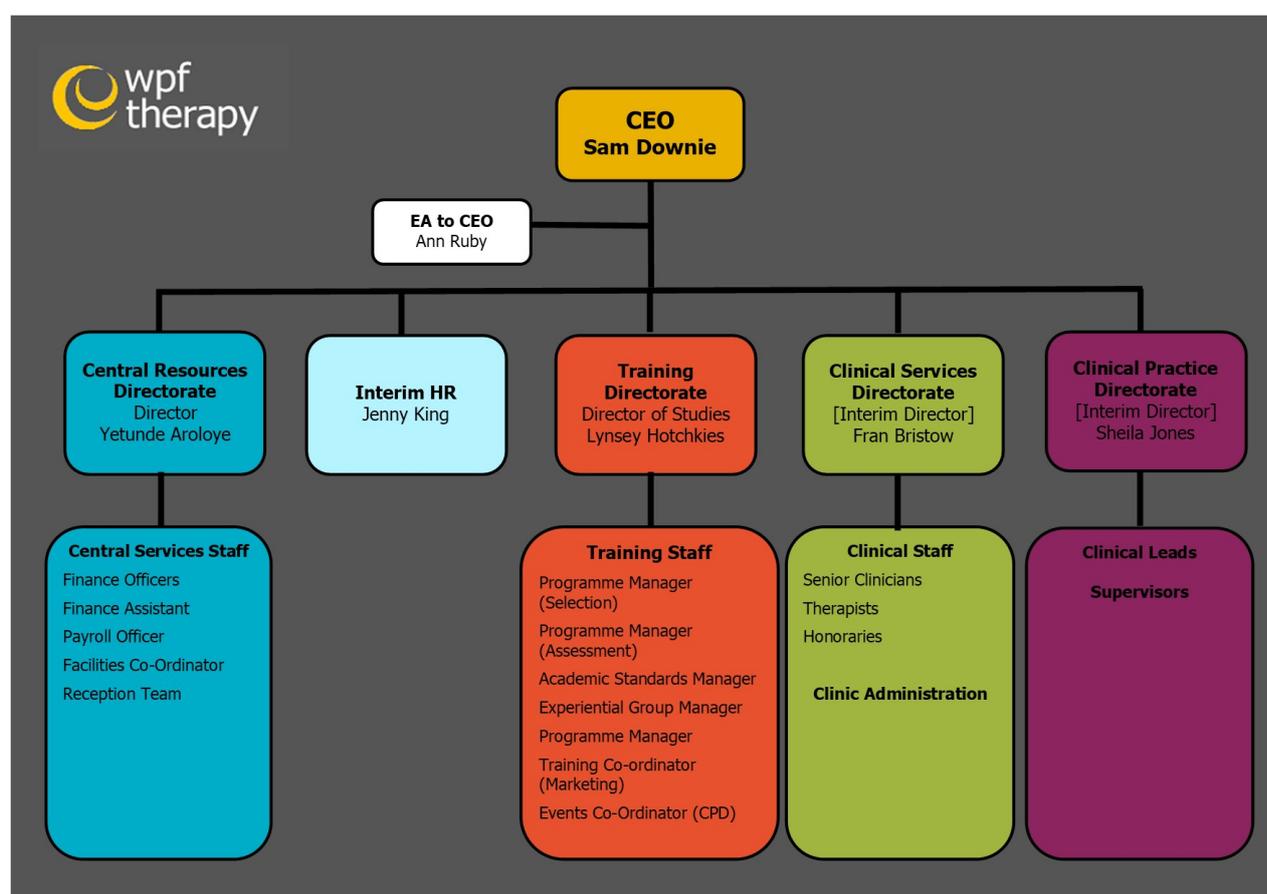


Executive Structure

WPF Therapy's Executive Teams consists of:

- Sam Downie, Chief Executive
- Yetunde Aroloye, Director of Resources
- Lynsey Hotchkies, Director of Studies
- Fran Bristow, Interim Director of Clinical Services
- Sheila Jones, Acting Director of Clinical Practice

Each Director is responsible to the Board of Trustees and the relevant sub committees for the services they head up. The Executive Team, through the Chief Executive, is responsible to the Board of Trustees for major strategy and policy development and the execution of that strategy. The Executive Team also co-ordinates corporate management policies and activities across WPF Therapy's range of services.



What we can offer you?

Becoming a trustee is a fantastic and fascinating way to engage in the charity sector. It's a role which will give back just as much as you put in and often much, much more. Though often challenging, trusteeship will reward the adventurous and ambitious with a wealth of personal and professional skills which are valuable for both work and personal life whilst empowering you with a new sense of contribution in the pursuit of a wider purpose.

Contributing to a great cause

There's no doubt that being a trustee is one of the most powerful ways in which you can contribute to your local community or to a cause you really care about. As a trustee at WPF Therapy, you will play an integral part in to good governance, not only ensuring the organisation remains viable and sustainable but that it adheres closely to its mission and works in the interests of its beneficiaries in mental health provision.

Strategic experience

Strategic experience can be hard to come by in the workplace. It can often take decades to find yourself in a role which requires strategic oversight. Trusteeship is a fantastic way of getting a head start on this, at once giving you the opportunity to develop and hone your critical thinking, problem-solving and analytical skills as well as developing vital strategic sensibilities and team working skills. The strategic experience which can be gained through trusteeship can have an immediate and powerful impact upon your career, opening doors to new responsibilities and more senior job prospects.

Equally for those who have already had some strategic responsibilities trusteeship provides an opportunity to use those skills in a significantly different context.

Developing Professional networks

Surrounding yourself with a wide variety of professional contacts is one of the best things you can do for your career. Ensuring you have access to good people from diverse professional backgrounds can be useful on so many levels. At WPF Therapy you will work with a Board that brings a wealth of diverse experiences in mental health provision and the wider workplace. and with a variety of sector backgrounds. Being a trustee can open up your professional network in all kinds of unforeseen and advantageous ways

Continued personal development

Being a trustee can be a very interesting experience, not least because it allows you to adapt and apply everything you have learned to date into an entirely new context. Through trusteeship you can gain a clearer idea of your own professional strengths and weaknesses whilst simultaneously learning altogether new skills. Understanding how to adapt your professional knowledge to useful ends within a charity is a good reminder of your own versatility, giving you confidence in your existing abilities whilst challenging you push the boundaries of your expertise.

Team working

As a trustee, you are part of a team and will have the opportunity to apply your unique skills and experience while learning from others. Working closely with a passionate team of people who have different perspectives is often one of the most enjoyable aspects of the role. The ability to collaborate effectively with others, to challenge constructively the ideas of fellow trustees as well as those of the CEO and senior management is essential to ensuring the Board's strategic decisions are scrutinised and tested before being implemented. Negotiating, empathising, listening and clearly communicating ideas and concerns are huge factors in this process and often help to set the tone and culture of Board meetings. All of this is vital for positive, forward thinking and efficient charity governance, but it's also a fantastic opportunity to develop sound judgement and interpersonal skills which will improve your prospects whatever your current career path.

What is expected from Trustees?

Each trustee should use any specific skills, knowledge or experience they have to help the Board reach sound decisions. All Trustee roles will be helping us as we embed a culture of outcome measurement and evidence-based improvement. Trustee roles require strong verbal and written communication and influencing skills – the ability to explain ideas clearly, with non-technical jargon and in a way which engages and informs

You will need to fulfil the statutory duties of a charity trustee as set out in Appendix A. This role is non remunerated and undertaken on a voluntary basis. Reasonable expenses will be covered.

In addition, Trustees should:

- Commit to and be willing to work in accordance with WPF Therapy principles and values
- Be willing to devote the necessary time and effort
- Have strategic vision
- Have good, independent judgement
- Ability to think creatively
- A willingness to speak their mind whilst respecting the opinions of others
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship (see Appendix A)
- The ability to work effectively as a member of a team
- Promote the work of WPF Therapy in online social media platforms as appropriate.
- Observe Nolan's seven principles of public life as outlined in the Trustee Code of Conduct: selflessness, integrity, objectivity, accountability, openness, honesty and leadership

Commitment

Our full Board meets at least 4 times a year, once each quarter and you will be expected to review Board papers in advance of these meetings. All Trustees also sit on one of the Sub Committees and may undertake additional ad hoc activities to support WPF Therapy initiatives. Sub-Committee meetings are also quarterly and for this element of the role you may be leading discussions with associated presentations as well as reviewing papers.

- Finance, Estates, ICT and Marketing
- People & Health and Safety and the Environment
- Training, Research and Ethics
- Clinical Governance

In addition, we have two 'off site' days per year for strategic reviews, Board development etc. Trustees are also asked to support Staff Development Days and Graduation ceremonies.

Attendance in person is desirable for all meetings but we recognise this is not always possible. We are able to support attendance both online and in building. As a minimum we ask Trustees to attend in person for at least one Board meeting per year plus the off-site Board away days, currently held in Spring and Autumn.

Clinical Governance Trustee Vacancy

We are looking for an experienced and enthusiastic Psychoanalytic Psychotherapist to join our Clinical Governance Sub Committee.

What skills and experience are we looking for?

- Qualified Psychoanalytic Psychotherapist (UKCP or BPC) with a mixture of experience working within organisations and in private practice
- A commitment to understanding the need to demonstrate impact would be desirable, for example using clinical outcome measures

Functions and reporting duties of the Clinical Governance Sub-Committee

Committee	<ul style="list-style-type: none">• User experience: To support the delivery of services that clients experience as helping them to manage their lives and flourish.
Functions	<ul style="list-style-type: none">• Measurable outcomes: To review professional and client reported outcomes to ensure effectiveness of the intervention.• Quality improvement: To support continuous reflection and development to improve the service.• Risk assurance: To review, identify and monitor risks to the development and delivery of the strategy and oversee mitigating actions.• Learning from feedback: To reflect on feedback from clients including compliments and complaints plus leaning from incidents.• Inclusiveness: To ensure that our services are accessible to all who might benefit and that our clients reflect the population we serve including reaching out to client groups who do not traditionally access psychodynamic psychotherapy.• Staff development: To support staff to continue to develop to maintain and improve services in line with recognised best practice.• Organisational standards: To review the delivery of services in light of the organisation's values and standards
How functions are reported on:	<ul style="list-style-type: none">• Reports and discussions on the type of clinical services we provide and their effectiveness as well as trends and issues in the market for therapy.• Receiving reports on complaints, compliments and incidents<ul style="list-style-type: none">○ Review the handling of complaints and lessons learned○ provide a review as necessary

Applied Researcher Trustee Vacancy

We are looking for an Applied Researcher to join our Training, Research and Ethics Sub Committee.

What skills and experience are we looking for?

- Professional experience in clinical applied research and of getting findings disseminated effectively Lecturing or teaching experience would be desirable

Functions and Reporting duties of the Training, Research & Ethics Sub-Committee

Committee Functions	<ul style="list-style-type: none">• To ensure that the quality of training WPF Therapy provides is at, or above, the standard set by the relevant professional bodies, validating partner(s) and other providers and is monitored and reviewed on a regular basis.• Review identify and monitor risks to the development and delivery of the strategy and oversee mitigating actions.• To ensure WPF Therapy continuously improves the training it offers by reviewing structures and processes such as feedback from clients and trainees.• To ensure WPF Therapy provides up to date training using a variety of delivery methodologies.• To ensure that the organisation's values and standards are embedded in the training it offers.• To oversee the ethics of all its activities for WPF Therapy.• To ensure that WPF Therapy conducts high quality research, on its own account or in partnership with other credible partners, that is in line with the charity's strategic plan and uses that to inform the training to ensure best possible client outcomes. The findings of this research should be shared appropriately to further the efficacy of psychotherapy generally and to promote WPF Therapy's role in this endeavour.
How functions are reported on:	<ul style="list-style-type: none">• Requiring WPF Therapy Training to develop and report against an agreed set of key performance indicators (KPIs)• Receiving reports on complaints, compliments and incidents<ul style="list-style-type: none">○ review the handling of complaints and lessons learned○ and provide a review panel as necessary• Tracking progress on the research agenda including agreeing a plan and monitoring progress against that

Equality, Diversity and Inclusion Lead Trustee Vacancy

We are looking for an experienced professional with skills to support embedding equalities, diversity and inclusion into all aspects of our organisation, to join the People, Health & Safety and Environment Sub Committee

What skills and experience are we looking for?

- Senior management experience within a medium sized organisation (less than 100 employees) that included leading on Equality, Diversity and Inclusion initiatives
- Experience of implementing organisational and cultural change

Functions and Reporting duties of the People, Health & Safety and Environment Sub- Committee

Committee	People
Functions	<ul style="list-style-type: none">• To be responsible for the development of a People plan which will ensure WPF Therapy's sustainability through the delivery of its charitable purposes and a culture built on its values.• To identify and monitor risks to the development and delivery of the People plan and oversee mitigating actions• The Trustees on this Sub-Committee will act as a Remuneration Committee for WPF Therapy in respect of the Chief Executive and Executive team salaries - making recommendations to the Board as required.• To ensure WPF Therapy complies with UK employment legislation and HR policies and procedures are regularly reviewed.• To monitor the effectiveness of WPF Therapy managers in terms of engagement, workforce planning and organisation development to build the required level of capability.
How functions are reported on:	People: <ul style="list-style-type: none">• Twice yearly update on progress against the strategic deliverables of the People Plan, including action plans from the bi-annual employee survey.• Twice yearly review of the Risk Register as it relates to the people management activities of WPF Therapy.• Quarterly review of HR report covering agreed KPI data.

How to apply

To apply for this vacancy, please submit:

- A comprehensive CV
- A covering letter outlining why you are interested and how you meet the requirements of the role
- Details of two referees - current/former employer or professional contact - whom we would be able to contact at shortlist stage.

We are keen to represent the community we serve and applications are welcome from anyone who meets our essential criteria. Previous trustee experience is not required as support will be provided to new trustees.

As part of the online application process, you will be asked to complete an equal opportunities monitoring [form](#). The information on this page will be treated as confidential and used for statistical purposes only. This information will not be treated as part of your application

The closing date for applications: **9am, Tuesday 11 May 2021**

Applications should be sent to humanresources@wfp.org.uk

For an informal discussion please contact WPF Therapy's Chair, via patoboard@wfp.org.uk

Interviews

Panel interviews will be undertaken remotely via video conferencing.

Interviews will take place in the weeks commencing 14 June and 21 June 2021

Appendix A - Statutory Duties of a Trustee

- Ensure that WPF Therapy complies with its governing document, charity law, company law and any other relevant legislation or regulations
- Ensure that WPF Therapy pursues its objects as defined in its governing document
- Ensure WPF Therapy uses its resources exclusively in pursuance of its objects: the charity must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are
- Contribute actively to the Board in giving firm strategic direction to setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
- Safeguard the good name and values of WPF Therapy
- Ensure the effective and efficient administration of WPF Therapy
- Ensure the financial stability of WPF Therapy
- Protect and manage the property of the charity and to ensure the proper investment of the charity's funds
- Appoint the CEO and monitor their performance

