

Job Description

Community Based Bereavement Support Worker / Community Based Bereavement Counsellor

Purpose: To provide bereavement support and/or counselling to bereaved children and young people across Coventry and Warwickshire, helping them process grief in a safe, compassionate and meaningful way.

Support will be delivered primarily through group work, Support to Support guidance for families and professionals, and one-to-one bereavement support or counselling where this is appropriate and required. The post holder will also undertake assessments with families to identify the most suitable support pathway.

Hours of work: Part time – 0.5 FTE

The role includes some early evening working to support bereavement group programmes. This is typically one evening per week during group delivery periods (usually around five weeks in duration and occurring periodically throughout the year). Working hours will flex accordingly.

Responsible to: The Delivery Team Leader

Location: This is a remote and community based role and will require regular travel across Coventry and Warwickshire, including schools, community venues and other suitable settings.

General Duties and Responsibilities:

1. To provide bereavement support and/or counselling to children and young people in line with Guy's Gift policies, values and service model.
2. To deliver bereavement group work programmes for children and young people.
3. To support the planning, preparation and delivery of group sessions, including occasional early evening groups.
4. To provide one-to-one bereavement support or counselling where allocated and appropriate to need.
5. To provide Support to Support guidance to families, schools and professionals to help them support bereaved children and young people in day-to-day settings.
6. To carry out assessments and review sessions with families to identify the most suitable support route.
7. To maintain an active caseload and manage appointments effectively.
8. To support safe and planned endings of support, including case closure or handover where required.

9. To maintain accurate, timely and professional case records using approved organisational systems.
10. To handle all personal and sensitive information in compliance with the Data Protection Act 2018 and UK GDPR.
11. To work in accordance with relevant professional and ethical frameworks, including BACP or equivalent standards where applicable.
12. To work in line with safeguarding, child protection and health & safety policies, raising any concerns promptly with the Delivery Team Leader or DSL as required.
13. To liaise positively and professionally with families, schools, community venues and partner professionals.
14. To work in accordance with lone working procedures and other safe working arrangements.
15. To attend team meetings, supervision sessions and training as required.
16. To participate in regular line management supervision and clinical supervision where applicable.
17. To contribute to service development, reflective practice and continuous improvement.
18. To uphold organisational policies including Equality, Diversity and Inclusion.
19. To undertake any other duties reasonably consistent with the nature and grading of the post.

Salary:

Community Based Bereavement Support Worker £23,500 - £25,500 (£11,750 - £12,750)

Community Based Bereavement Counsellor £25,500 - £27,500 (£12,750 - £13,750)

Travel: The post holder will be required to travel regularly across Coventry and Warwickshire in order to deliver support and attend meetings.

Approved travelling expenses incurred in exercising the duties of the post will be reimbursed.

Holidays: 25 days annual leave per annum (pro rata), plus statutory public holidays (pro rata).

Holidays must be agreed in advance with the Delivery Team Leader.

Guy's Gift Terms and Conditions of Employment including Grievance and Disciplinary Procedures will apply.

Supervision and Performance Review: The Guy's Gift staff development policy will apply to this post and will include: -

1. Induction
2. Ongoing training and development
3. Regular supervision meetings
4. Probation review at 3 months.

The duties and responsibilities outlined above are not exhaustive and may be amended in consultation with the post holder.

This role can be applied for by completing the Guy's Gift application form. *A CV and covering letter alone will not be accepted.* This can be sent either by:

- emailing us at info@guysgift.co.uk
clearly marking the job you are applying for in the email subject
- posting your application. Please address this to:

Lisbeth Potter - Operations Manager
Guy's Gift
Chandos Business Centre
87 Warwick Street
Leamington Spa
CV32 4RJ

The closing date for applications is Wednesday 11th November 2026.

Please ensure that your application will reach us by the advertised deadline.