

About Sherwood our values

The Masters in Integrative Psychotherapy at Sherwood Psychotherapy Training Institute is a thriving and dynamic programme built upon many years of experience and a deeply held passion to support the learning of Integrative Psychotherapists. We are currently looking to recruit leader(s) to this programme who's role will be working alongside a team of established psychotherapy tutors to support and develop this training into the future, working closely with students from the point of application and interview throughout their training, and as a member of our senior leadership team be influential in ensuring the organisation remains contemporaneous, ethical and upholding the responsibility to train a highly skilled psychotherapists.

Main duties of the programme leader:

- Hold overall responsibility for the management of the programme.
- Work flexibly, regularly meeting with students, tutors, administrative staff and as required by Director of Training.
- Facilitate an agreed amount of the training for each cohort of students enrolled on the Programme.
- Ensure all requests and demands made of SPTI and relevant to the Programme by the validating partners are fulfilled to a satisfactory standard and on a satisfactory timescale. The Programme Leader will ensure the Programme conforms to all SPTI and validating partners' quality standards and practices.
- Support and manage the team of tutors involved in the delivery of the Programme, to ensure consistency across the different cohorts. This will include chairing tutor meetings, a minimum of one per term and ensuring that marking criteria are adhered to by any tutor marking assessed work. This will also include liaison with tutors regarding the pastoral, academic and tutorial support to students.
- In conjunction with the Director of training will oversee and implement curriculum development to ensure the high standards of the Programme are maintained, reflecting developments within the psychotherapy profession through content and delivery This includes developing the student handbook and to other documentation where appropriate.
- Attend conferences and other events necessary for the successful functioning and the maintenance and development of mutually beneficial relationships with peers within the profession and of the Programme.
- Mark an agreed number of assignments per cohort and be responsible for allocating the marking of work to tutors who will act as first or second markers of the work and for ensuring this marking is of an appropriate standard.

- Attend senior leadership team meetings, clinical meetings and supervisory meetings with the Director of Training on a monthly basis.
- Attend the three 'All Tutor Days' held during the academic year.
- Produce programme timetables in accordance with the needs of the organisation and be available for emergency cover of training sessions as agreed on the programme timetable.
- liaise with other members of staff to support for example appropriate admissions standards being applied for new entrants to the programme, academic and governing body regulations are adhered to, appropriate student support is undertaken.
- liaise with the Director of Training and the Placement Co-ordinator, monitor placements undertaken by students on the Programme to ensure adherence to appropriate ethical and professional standards, and that appropriate learning for the student is being offered and received.
- Prepare reports relating to the programme as required by the validating and accrediting bodies and Sherwood Psychotherapy Training Institute.
- Attend to the twice yearly Combined Programme Committee and work to ensure the active involvement of each group with the CPC via a system of student representation at the meetings.
- Be Responsible for proposing External Examiners, liaising as necessary with the External Examiner to prepare assessment results for the University Assessment Boards.
- Represent the Programme on University Quality Committees where necessary.
- Disseminate of relevant information to tutors from Senior leadership team, validating and accrediting bodies' practices and procedures.
- Revise the Programme structure and content in conjunction with the team as necessary or as required by the relevant validating and accrediting bodies.
- Deliver Services in compliance with the highest standards of relevant established professional academic practice and in accordance with the codes of ethics of the UKCP/BACP and of The Sherwood Psychotherapy Training Institute.

All of our teaching staff are required to be in clinical practice, supervised in accordance with UKCP requirements and registered with UKCP, not be subject to any unresolved ethical complaints or found guilty of serious professional misconduct.

In addition to this a programme leader is required to have been accredited with UKCP for more than 5 years, to be an accredited supervisor, and to hold a MSc or equivalent in Integrative Psychotherapy.