

The Gatehouse

Counsellor

Working with people experiencing homelessness, those vulnerably housed and those who are lonely in Oxford City Centre.

-  Location: Oxford
-  Hours: 14 hours per week
-  Salary: £30,000 p.a. FTE (Pro rata: £12,000 actual)
-  Closing Date: 9am 30th October 2026
-  Interview Date: 9th November 2026

About The Gatehouse

The Gatehouse is a registered charity (No. 1216065) dedicated to supporting homeless and vulnerably housed individuals in Oxford for over 35 years. We provide essential services, offering a welcoming and inclusive space for our guests.

The Role

The Counsellor will deliver therapeutic support to guests of The Gatehouse, many of whom have experienced trauma, homelessness, addiction, and mental health challenges. The role includes direct counselling, initial assessments and caseload management, working in line with best practice and the charity's values.

Key Responsibilities

- Provide one-to-one counselling sessions to guests, using a trauma-informed and person-centred approach.
- Conduct initial assessments and manage a small caseload.
- Work collaboratively with colleagues and any volunteer/student counsellors, maintaining appropriate ethical and professional standards.
- Develop and maintain safeguarding procedures in collaboration with the Safeguarding Lead.
- Maintain accurate and confidential records in line with GDPR and BACP guidelines.
- Work collaboratively with the IT and Systems Manager to support the development and implementation of appropriate counselling records within The Gatehouse's internal data recording system, Lamplight, ensuring records are accurate, confidential and maintained in line with GDPR and BACP requirements.
- Liaise with external agencies and refer guests to appropriate services when necessary.
- Contribute to service development, monitoring, and evaluation.
- Attend a minimum of two of The Gatehouse's four staff days each year.
- Attend team meetings and contribute to a positive, supportive and collaborative working environment.
- Be committed to delivering services that are underpinned by clear ethical principles and trauma informed using client centred approaches.

- Contribute to service development, monitoring, and evaluation and gathering of case studies and quantitative and qualitative data to evidence the work of the organisation.
- We welcome applications from people with lived experience of homelessness.

Application Process

 To apply, please visit <https://oxfordgatehouse.org/news/> to download the application pack. Please return your completed application form, together with a covering letter outlining your suitability for the role, by 9am on 30th October 2026.

 This role is subject to an Enhanced DBS Disclosure check and 2 satisfactory references.