



The Norwich Centre for Personal, Professional and Spiritual Development

Associate Tutor – Norwich Centre Post-Graduate Diploma in Counselling

The Norwich Centre was established in 1979 and moved into its current premises in 1980. Originally a partnership, one of the co-founders was Professor Brian Thorne. The partnership was dissolved in 1992 and The Norwich Centre became a registered charity. Meanwhile, Brian Thorne, Elke Lambers and Dave Mearns had set up PCT Britain which ran BACP accredited training in the person-centred approach. This course was run in association with The Norwich Centre and had its last intake in August 1994, by which time Brian Thorne and Dave Mearns had successfully set up person-centred training courses at the University of East Anglia and Strathclyde University respectively, both of which were BACP Accredited courses. Demand for part-time person-centred training remained high and in the Norwich area this was an unmet need. The Norwich Centre had begun offering Introduction to Counselling Courses in 2009 and a Certificate in Counselling Skills course in 2012. Both courses have continued to run very successfully and now form the progression route into our BACP Accredited Post-Graduate Diploma in Counselling which ran for the first time 2013-2015. The Norwich Centre also has a BACP Accredited counselling service.

We are looking for a qualified person-centred counsellor with around 300 hours counselling experience to join our established Tutor Team for the second year of the 2024 – 2026 Post-Graduate Diploma in Counselling which runs from The Norwich Centre. This is a fixed term contract from September 2025 until August 2026. We are looking for the newly appointed Associate Tutor to be available to join the tutor team from September 2025 for the remainder of the course. This post has become available as a result of staff sickness and a re-shuffling of the team.

To be part of a team delivering the Post-Graduate Diploma in Counselling.

This role has been designed as part of ongoing professional development for tutors wanting to develop their teaching skills at a higher level and gain experience of working on professional level training as part of an experienced tutor team. The main duties include:

- Working as part of the core team on the Postgraduate Diploma in Counselling
- Interviewing prospective candidates, according to established procedures
- Working with colleagues on course development
- Delivery of lectures as part of the academic programme
- The facilitation of skills groups and community meetings
- Marking and assessing coursework
- Undertaking tutorials throughout the course
- Pastoral support as required

This position is a fixed term contract with the potential for further fixed term contracts for future courses, this will be discussed in the second year of the diploma course.

The remunerations for this role would be £4236 for the period broken into equal monthly payments.

For more information please contact the Norwich Centre on admin@norwichcentre.org or 01603 617709, alternatively visit our website at <https://www.norwichcentre.org/vacancies-2/>

If you would like an informal chat regarding the position please contact our admin team and they will organise for either the Course Director (Sandra Lee) or the Norwich Centre Director (Maggie Southworth) to contact you.

The closing date for applications is 30th June 2025