**Supervision Contract**

This is a supervision contract between Kim Billington (Working for Sydney Centre for Creative Change) (supervisor) and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (supervisee).

From 03.03.2021 until 10.08.2021.

**Your Personal Details**

Name:

Contact Number:

Email:

Profession (eg psychology, counselling):

**Group Supervisor**

Kim Billington B.Ed.; Grad Cert. Narrative Therapy; M. Couns. & M. Narrative Therapy & Community Work

Kim is a registered supervisor and counsellor with qualifications recognised by PACFA and ACA. Kim is a member of the ACA College of Supervisors and is passionate about training and supervision. Committed to passing forward her ever-evolving counselling skills and knowledge, Kim aims to support and inspire counselling practitioners to develop their own unique creative skills and explore new ways to connect with their clients.

As a dynamic course facilitator, Kim has been running training programs including, Playful Narrative Therapy, for over 6 years for Sydney Centre for Creative Change. She has been facilitating groups and workshops for over 25 years.

Kim began her working life as a teacher in state and Steiner schools where she utilised the healing elements of storytelling to assist children in challenging situations. Committed to supporting the growth and development of others, Kim completed further studies including two masters’ degrees in counselling and in narrative therapy,

In addition to her teaching and training, Kim has broad and rich clinical experience that includes; co-facilitating Men’s Behaviour Change Programs, crisis and general telecounselling, child and family counselling, specialist family violence counselling, EAP brief therapy counselling, family bereavement counselling and individual and group clinical supervising.

Clinical methods that inform Kim’s therapeutic counselling and supervision include, Mindfulness, Narrative Therapy, CFT (compassion-focused therapy), ACT, Creative Expressive Arts, Existential Therapy and befriending emotions using metaphors and storytelling, Tree of Life work and creative timelines to understand the life-long emergence of identity.

**We both:**

* Are members of a relevant professional counselling organisation and abide by their ethical framework.
* Have indemnity insurance for the work (or if the supervisee is in an agency, that the agency covers the supervisee with their insurance.)

**What is group supervision?**

We are agreed that group supervision is a forum used by supervisees to reflect on aspects of their clinical work, where they receive formal and informal feedback on that work and where the safety and welfare of clients and the quality of the service they receive is central.

Kim Billington has many years’ experience bringing Narrative Therapy into supervision practice. Kim uses a Narrative Therapy framework, so you will benefit in having first-hand experience with many key Narrative Therapy tools such as externalising, re-authoring, narrative documents, re-membering and outsider-witness practices.

The supervision group offers a safe and dynamic learning space, time for reflection, discussion and feedback. You can expect to feel supported and support each other’s practice.

The online space offers an opportunity to collaborate with a small group to discuss your casework.

Sharing what you’re learning from the group supervision experience and providing feedback to the supervisor are part of the process of creating a transparent and reflective space which ensures:

• Confidentiality

• Mutual Respect

• Active Listening

• Support

• Constructive Feedback

**Dates and Times**

9 March 2021 AEDT

13 April 2021  AEST

11 May 2021 AEST

8 June 2021 AEST

13 July 2021 AEST

10 Aug 2021 AEST

Tuesdays 6.30 – 8pm

Please be aware of time zone change from Week One AEDT to Week Two AEST

**Group Format**

This online supervision group is a closed group that will have a maximum of 6 practicing mental health professionals.

**Confidentiality**

The supervisor’s, supervisees’/counsellors’ and all client information should remain private. This means that your name, other personal information or issues discussed during the group supervision session cannot be shared with other people without your consent. This is a collegial relationship of confidentiality.

By law, however, there is certain information shared during any session that the supervisor cannot keep confidential. This includes information regarding safety and child abuse issues.

The supervisee, then must decide what information they will share with the supervision group.

As the group sessions will be delivered online, the supervisor and SCCC management takes all reasonable endeavours to protect and secure the privacy of the session. The supervisees are strictly forbidden to record their online sessions. The Zoom sessions are all encrypted for your security, though no modality can be 100% secure.

**Fees**

The cost for the series of six x 90min group sessions (Total 9 hours) is $600.

Full payment is required at registration.

**Cancellation policy**

We understand that unforeseen events can occur after booking and we do try to be flexible around accommodating your needs. Because we value and offer small group supervision, we have a cancellation policy that allows you to transfer your booked supervision to another colleague PRIOR TO the start date of the group (if they meet criteria and complete supervision contract). No refunds will be available for missed sessions.

**How you need to prepare for the online supervision**

This on-line group supervision service is for video-link sessions only. It is not a service that uses telephone, email or text.

The on-line space is different to face to face supervision and you will need to have a few things prepared beforehand:

1. Have signed this counselling supervision contract and returned to SCCC

2. Have registered online and paid

3. Have access to a device (phone, tablet, computer) which has good internet connectivity

and reliability.

4. The device you use must have a camera, or a webcam that you can connect to and have on for the duration of the supervision session

5. Test your audio before the session so you know your mic is working.

6. Clean the camera lens so it is clear.

7. You need to have a private space where you can guarantee that you will not be

disturbed or can be heard during the supervision time to ensure confidentiality

8. You will need a full 90 minutes for the session.

9. If you are unable to attend a session, you will email the supervisor as soon as possible to let her know.

**How the session starts**

You will be sent an email to register for the Zoom link to be sent to you. When you are emailed this link you can use it each time to access the supervision group. You need to click on the link just prior to the time of the group start, you will then be placed in a virtual waiting room and at the appointed time, your supervision will let you into the group. At the end of the session, the supervisor will end the ‘Zoom session’ and the Zoom platform will close on your device.

**What to do if the technology or connection fails**

#### If you have any problems with connectivity – you can contact, Kim Billington on 0488 280 023 or email at kimandcaroline@hotmail.com

Check your internet’s capacity through a speed test such as: [https://www.speedtest.net](https://www.speedtest.net/)

**What type of clinical reflective practice can you expect as part of the group:**

Each session, clinical cases using de-identified background information will be discussed.

**Professional Ethics:**

The supervisee retains the responsibility to maintain professional liability insurance, adherence to the appropriate Code of Ethics, and to fulfil the necessary Continuing Professional Development credits associated with their specific professional mental health discipline.

My signature below indicates that I have read the Supervision Contract, acknowledge the information presented there and have agreed to abide by its terms.

Supervisee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor Name: Kim Billington

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return your signed contract to info@sydneycentreforcreativechange.com.au