

JOB DESCRIPTION

Job Title:	Community Domestic Abuse Specialist Worker
Date:	August 2019
Department:	Community Team
Line Manager	IDVA
Grade / Pay Scale	Salary: up to £21,000 per annum
Location:	The Haven Wolverhampton – Support Services
Status:	<p>Up to 27 Hours Per Week (working 4 days per week) – 12 Month contract.</p> <p>Every employee is advised that their employment continues only as long as The Haven Wolverhampton remains able to fund it.</p>

Job Purpose

The post will work in line with the requirements, specification and contract details of the Community Outreach service for women and children who are victims of domestic violence

As Community Domestic Abuse Specialist worker, you will support females over the age of 16yrs and a victim or survivor of domestic violence and abuse, this includes aspects of Violence Against Women and Girls (such as forced marriage and honour based violence) and children who are victims of domestic violence and abuse by providing practical information, advice and support to women in the community who are transitioning or exiting from move on refuge provision, or women living within their own homes.

You will support women and children, who have been identified as a victim, or at risk of domestic violence and will provide support to de-escalate their risk and sustain that reduction.

You will be the first point of support to women and children that are community, provide a high-quality frontline service to survivors of domestic abuse and homelessness and those hardest to reach.

Scope of Job – Main Tasks, Duties and Responsibilities

- To improve referral pathways, information sharing protocols and good practices you will be based at THW and co located to one of our partnering agencies on specific day's as identified by Line Manager.
- Explore opportunities of using digital technologies as a way of reaching out to and supporting survivors and victims.
- Ensure support plans are robust, co-productive and responsive to change.
- Liaise with education providers, universal services and specialised CYP domestic abuse provisions to support positive health and well-being.
- Provide specialist community based support that meets the cultural and religious needs of women and CYP, Identified as at medium or standard risk.
- De-escalate risk levels and prevent escalation of their risk to high and put systems in place to sustain it.
- Work in partnership with Domestic Abuse Outreach worker to ensure women and CYP receive a co-ordinated, seamless service into community.

- All assessments will be comprehensive and needs led and will include full history of the DVA
- Where applicable assessments for CYP will be Educational Health Action (EHA) plan to ensure the correct services are around the CYP.
- A MASH referral must be made if there are safeguarding concerns in relation to CYP – following an assessment develop a safety and support plan for the CYP
- Ensure that the CYP EHA plan is linked to the mother's safety and mother is informed of all plans except where the child has not given consent.
- Work with Specialist IDVA's to support seamless transition for high risk MARAC cases that are de-escalated and handed over to you the Community DA Specialist Worker
- Clear understanding of EHA, MARF referral form, role and responsibility of the MASH and MARAC processes.
- Promote a climate of cultural understanding so that service users from all backgrounds are able to voice concerns
- Ensure effective partnerships, Children and Adult Social Care, Health Professionals, MH services, Substance misuse, CAMHS, Midwives, Health Visitors, GP's SF Hubs.
- Set up sessions and activities in The Haven Hub to provide ongoing floating support in accordance to service user needs.
- Signpost to THW internal and external Specialist intervention support services.
- To work closely with Domestic Abuse Outreach Worker (tenancy sustainment) to meet the needs of hard to reach women.
- Comply with data protection legislation, confidentiality and information sharing policy and procedures and all legislation connected to your work.
- Support colleagues and partner agencies, through awareness raising and institutional advocacy, in order to provide the best possible service for victims of domestic abuse

General Duties and Responsibilities

- To undertake such other duties, training and/or hours of work as maybe reasonably required, and which are consistent with the general level of responsibility of this job.
- To have personal responsibility for maintaining personal and professional development to meet the changing demands of the job and The Haven, by undertaking appropriate training and development activities. This includes encouraging and supporting staff and managers in their training and development.
- To undertake any health and safety training and related activities such as First Aid, Fire Marshall, Duty Hold, Health & Safety representative etc. as required for the post and as required by The Haven Wolverhampton to ensure their Health & Safety Policy is implemented effectively.
- To ensure equality of opportunity both in service provision and employment, having regard to the needs of the diverse communities we serve.
- To act in accordance with the organisations standing orders, financial regulations and financial procedures.
- To supervise and support volunteers and placement as required
- To comply with legislation and The Haven's policies including Confidentiality, Information Sharing, Data Protection, Computer Security, Safeguarding vulnerable adults and children, and Human Rights.
- To undertake any other duties commensurate with the grading of the post subject to reasonable adjustment under the Equality Act.
- To support hostel staff in ensuring the well-being of residents and their children working directly with our client group, including working within the hostels if required using the skills associated with the job.

- The duties of the post may change and develop from time to time in the light of new legislation, The Haven’s Policies, organisational development and social trends. Such development will be monitored in conjunction with the Chief Executive and will be reflected as necessary in the aims and objectives of the post.

Special Conditions (if applicable e.g. unsocial hours, extensive travel etc.)

- Able to work unsociable hours on occasions if required to undertake internal Haven activities or external continued professional development activities.

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Signed (Job Holder):			
Print Name:		Date	

PERSON SPECIFICATION

The person specification provides a list of essential and desirable criteria which a candidate should possess to be able to perform the job. Each of the criteria listed below will be measured through one or a combination of the following: A = Application form; I = Interview; D = Documentation; R = References; T = Test.

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FACTORS	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Experience	<ul style="list-style-type: none"> • Experience of completing assessment tools including Needs and Risk Assessments, DASH • Experience of Working in a multi-agency setting (both adult and child/ren) • 2 years minimum recent experience of effectively key working victims in similar setting 	<ul style="list-style-type: none"> • Experience of working within the voluntary/charitable sector. • Experience of supervising and supporting staff/volunteers/placements • Helpline calls and referrals on helpline • Experience of working within a women’s refuge setting. 	<p>A I R</p>
Knowledge & Understanding	<ul style="list-style-type: none"> • Knowledge of legal, statutory, regulatory and good practice requirements applicable to the provision of supported housing. 	<ul style="list-style-type: none"> • Knowledge of the voluntary / charitable sector 	<p>A I R T</p>

	<ul style="list-style-type: none"> • Demonstrate a knowledge and understanding of the statutory and voluntary services that this client group needs to access (both adult and Child/ren services) • Knowledge of understanding the needs of victims of domestic violence. • Awareness of risks associated with working in an environment with those affected by Violence and Abuse. • Knowledge of the support needs and support planning of women and children experiencing Violence and Abuse. • Working knowledge of the relevant housing law and welfare benefits that apply to women and children using the service 		
Skills & Abilities	<ul style="list-style-type: none"> • Ability to work as part of a team and individually, to meet targets and deadlines. • Demonstrate holistic case key working with mother and child/ren • Undertake desktop reviews with peers and progressively demonstrate learning and development into key working role • Excellent communication skills include written, verbal and listening. • Ability to write reports and presentations • IT literacy and working knowledge of Microsoft Office or equivalent. • Ability to establish effectively working relationships with external agencies • Ability to work under pressure and potentially volatile environment 	<ul style="list-style-type: none"> • The ability to speak one or more of the community languages of Wolverhampton 	A I R
Qualifications & Training	<ul style="list-style-type: none"> • Minimum Level 3 Qualification in Working with Survivors of Domestic Violence or equivalent • Evidence of Continuous Development i.e. Annual Safeguarding Training 	<ul style="list-style-type: none"> • Eclipse and Early Help Training – will be provided • Supervising Volunteers effectively 	A I D
Other Special Requirements	<ul style="list-style-type: none"> • Able to work unsociable hours on occasions if required to undertake internal Haven activities or external continued professional development activities • Be committed to the aims and objectives of The Haven Wolverhampton in supporting women and any dependent children who are homeless through reasons such as domestic violence. 		I

Date:			