



## **Domestic Abuse Specialist (Family First)**

### **Job Description**

*Women's Aid ABCLN is a professional, dynamic and energetic organisation providing gold standard support to women and children experiencing domestic abuse.*

<b>Job Title:</b>	Domestic Abuse Specialist – Family First
<b>Responsible to:</b>	Accommodation Services Manager
<b>Location:</b>	To be based in Refuge Accommodation
<b>Aim of Post:</b>	Domestic Abuse Specialists provide trauma-informed, high-quality, pro-active, front-line support and services to women and children impacted by domestic abuse across the region. The role will deliver needs and risk-led responses and interventions, always ensuring women and children are central to the process.

#### **Key Responsibilities of Family First role:**

- To be aware of, and to promote, the principles underpinning children's rights and parental responsibilities.
- To work as part of a team to identify, assess, and respond to the physical, psychological, emotional, social, and educational needs of the children.
- To work with mums to develop a support plan, focusing on safety planning and protection measures, safeguarding, behaviour management, positive parenting, healthy eating, sleep routines, family activities, and play.
- Provide one-to-one and group work therapeutic support for children, enabling them to cope with the trauma they have experienced.
- To participate in the on-call rota, to ensure out of hours emergency / crisis are responded to appropriately.

#### **Key Responsibilities of Domestic Abuse Specialist:**

- Identify and assess the needs and risks of each client referred to the service using an evidence-based risk identification checklist.
- Carry a caseload, working with women and children to reduce risk, increase safety and create safer relationships.
- Support the empowerment of women (within the self-help ethos of Women's Aid ABCLN), enabling them to recognise the domestic abuse within their situation and regain control of their lives.
- To deliver trauma informed and therapeutic interventions with women and children/young people experiencing domestic abuse.
- Establish and maintain links with key agency partners and participate in multi-agency forums/partnership meetings.
- Advocate on behalf of women with statutory and voluntary agencies including housing, job & benefits, social services, healthcare, education, police and legal support.
- Consult with service users and incorporate their views and experiences within service development.
- Ensure all work is carried out to Women's Aid ABCLN standards and delivered to maximise agreed outcomes.
- Undertake any other duties as required.

### **Performance**

- Promote a positive image of Women's Aid ABCLN, representing the organisation to increase professional and public awareness of the organisation's work and of the needs and views of service users.
- Work as part of a professional team offering peer support, sharing specialist knowledge and skills, and developing good practice.
- Be proactive in carrying out case reviews/case management based on a review of risk and action plans to further progress and close cases.
- Utilise excellent IT skills to maintain accurate and confidential case management records and contribute to the monitoring for the service.
- Produce monthly reports including statistics to enable effective monitoring of the service in line with funding requirements.

### **Identify and promote knowledge and learning**

- Undertake on-going training to maintain up to date knowledge of current practice and developments in domestic abuse and enable continuing professional development.
- Maintain personal professional development to renew and enhance skills.

- Maintain an understanding of issues in relation to domestic abuse regionally, nationally and internationally.

### **Safeguarding Children and Adults**

- Adhere to Adult Safeguarding and Children's Safeguarding policies and procedures, assess risk and manage appropriate responses to concerns.

### **Equality, Diversity and Inclusion**

- Ensure all duties are carried out in a manner which adheres to Women's Aid ABCLN Equality & Diversity policies and procedures.
- Respect and value diversity within the local community, recognising the needs and concerns of a diverse range of clients and ensuring services are accessible and equitable to all.

### **Health and Safety**

- Promote a culture of health and safety, observe all Health & Safety policies and procedures, and complete Health & Safety training as required.

### **Data Protection**

- Adhere to confidentiality and ensure all client information is maintained in accordance with the Data Protection Act and Women's Aid ABCLN's Data Protection policy.

### **Other Duties**

- To undertake any additional duties relevant to the post, as may be specified by your line manager and/or Women's Aid ABCLN Senior Management Team

### **Flexible Working**

- Flexibility to meet the requirements of the service delivery may be required from time to time. This may include a requirement to work evenings and weekends.

### **Travel**

- Local travel will be required (with payment for mileage expenses).

**Hours of Work:** 30 hrs per week

Time-in-lieu can be taken for any additional hours worked.

**Salary Scale:** NICVA/NJC Scale 5: £27,711 - £30,060 Pro rata

Women's Aid ABCLN offer a competitive **Benefits Package** including:

- Incremental Salary Scale
- 25 Days Annual Leave increasing to 27 Days after five years' service and 30 Days after 10 years' service, plus 11 Statutory Holidays (pro rata)
- Generous Pension with Employer Contribution of 8% plus Life Insurance
- Enhanced Occupational Sick Pay
- Carers Leave
- Comprehensive Induction & Training
- Regular Supervision
- Flexible Working options



	<ol style="list-style-type: none"> <li>4. Ability to effectively plan and organise own workload and coordinate other resources to meet deadlines.</li> <li>5. Excellent team working skills.</li> </ol>	<p>Interview</p> <p>Interview</p>		
<b>Knowledge / Understanding</b>	<ol style="list-style-type: none"> <li>1. Knowledge and understanding of domestic abuse and its impact on women and children.</li> </ol>	<p>Interview</p>	<ol style="list-style-type: none"> <li>1. Knowledge about the psychological effects of trauma and abuse.</li> <li>2. Knowledge of the rights and options available to women and children living with/fleeing domestic abuse including relevant safety measures, protections and legislation.</li> </ol>	<p>Application Form</p> <p>Application Form</p>
<b>Skills and Aptitudes</b>	<ol style="list-style-type: none"> <li>1. A commitment to secure positive outcomes for women and children who may be experiencing crisis situations and/or living with complex needs.</li> <li>2. Strong communication skills - verbal and written, ability to facilitate group discussions and deliver presentations.</li> </ol>	<p>Interview</p> <p>Interview</p>		

	<ol style="list-style-type: none"> <li>3. Ability to liaise confidently and effectively with a broad range of statutory and non-statutory agencies.</li> <li>4. Ability to work empathically and appropriately with survivors of domestic abuse and other specialist service providers.</li> <li>5. Competent in the use of IT systems (including Microsoft products).</li> </ol>	<p>Interview</p> <p>Interview</p> <p>Shortlisting by Application Form</p>		
<b>Other requirements</b>	<ol style="list-style-type: none"> <li>1. Some flexibility required to meet the needs of the service.</li> <li>2. Car driver with access to a car (or transport that allows the candidate to fulfil duties of the post).</li> </ol>	<p>Interview</p> <p>Shortlisting by Application Form</p>		