



## PENNINE DOMESTIC ABUSE PARTNERSHIP

### Role Profile – C&YP Domestic Abuse Navigator (Outreach)

<b>JOB TITLE:</b>	<b>C&amp;YP Domestic Abuse Navigator (Outreach)</b>
<b>SALARY:</b>	<b>£26k</b>
<b>RESPONSIBLE TO:</b>	<b>IDAA Manager</b>
<b>PENSION:</b>	<b>6% Employer contribution</b>
<b>HEALTH BENEFITS:</b>	<b>Health Care Cash Plan - Employment Mental Wellbeing Scheme</b>
<b>HOURS:</b>	<b>37.5</b>
<b>LEAVE:</b>	<b>29 Days + Bank Holidays</b>

Flexible working hours according to the needs of the project. Evening and weekend work as required. Annual leave and time off in lieu to be taken at times to meet the requirements of the organisation and with the prior agreement of the CEO.

The post is based within Pennine Domestic Abuse Partnership (PDAP)

N.B. The organisation refers to the Pennine Domestic Abuse Partnership.

### OVERALL OBJECTIVES

- Support with the development, and implementation of a community service for children and young people experiencing domestic abuse.
- Provide direct safety and support planning support to a caseload of children and young people experiencing or affected by domestic abuse, working with them to assess risk and support them with safety planning and recovery from abuse.
- Act as a navigator for children and young people and their families referred to the service guiding them through statutory and non – statutory interventions.
- Work closely with other PDAP C&YP workers and our partners in Northorpe hall and the WomenCentre to develop resources/ activities and therapeutic interventions for children and young people who have experienced DA.
- Implement clear pathways for this service working with our partners to ensure accessible routes to support for those that need it.
- Work with children and young people to support them to shape the service to best meet their needs
- Provide one to one and group work practical and emotional support to children and young people who have/are experiencing domestic abuse ensuring all support is delivered safely.
- To advocate for children and young people with any other agencies who may be involved in their care such as schools, CSC, health etc.
- To implement and maintain standards of excellence throughout service delivery ensuring all client records are recorded in line with PDAP policies and procedures.
- To complete accurate daily and weekly online diary for internal calendar and employee accountability.

- To follow lone working safety policies and procedures
- To comply with confidentiality and Data Protection policies and procedures
- To educate and inform the public and other professionals by raising awareness of domestic abuse and ensuring client safety is central in multi-agency partnerships.
- To ensure the safeguarding of children and young people affected by domestic abuse accessing the service, liaising with and making referrals to CSC where appropriate.
- To participate in PDAP 24 hour on call rota

## **PARTICULAR TASKS OF THE POSTHOLDER**

### **Project Management and Service Delivery**

- Ensure at all times quality standards, policies and procedures, and guidelines are fully adhered too, practiced and delivered throughout this service.
- Ensure that all service users are treated in a consistent, fair and empowering manner and to promote user participation in the development of the service.
- Ensure that the C&YP service is monitored and evaluated regularly with service users, partners, volunteers and pdap staff. To identify areas of improvement and gaps in service delivery, develop and implement improvement plans.
- Develop the service, identify gaps in accessibility and put measures in place to ensure the programme is accessible to all, regardless of ethnicity, sexuality, gender, and all other protected characteristics.
- To liaise with other PDAP teams, and relevant external agencies in order to contribute fully to a multi-agency, joint approach way of working.
- To be fully conversant with all PDAP policies and procedures
- To ensure Health and Safety legislation is adhered to.

### **Organisational Development**

- To participate in, and support organisational policy development and implementation
- To ensure that the views of clients and stakeholders are embedded into the work of PDAP and to take full account of these in the development of new services

### **Internal and External Liaison and communication**

- To promote PDAP ethos and values across the organisation
- To liaise with other agencies on behalf of the organisation, volunteers and service users and represent the wider complexities of those experiencing domestic abuse
- To represent PDAP operationally where required, attending advisory groups and participating in local forum meetings with a view to influencing how stakeholders deal with domestic abuse and to publicise the C&YP service.
- To develop and maintain good positive working relationships and referral pathways with relevant agencies and professionals
- To attend and participate positively in relevant meetings, training, supervision and annual appraisals

### **Other**

- To undertake other related duties required by your manager, the CEO and Board of Trustees

- To keep up-to-date with national and local government decisions, policy and agendas pertinent to domestic abuse and PDAP, implement this learning to develop services and enhance the work PDAP carry out, also disseminate learning, knowledge and awareness to colleagues
- To undertake all other reasonable tasks requested by the senior leadership team

***It is essential to the development of PDAP service delivery that the post holder is able to respond flexibly to changes in the requirements of this post. This job description is therefore a guide and not an exhaustive list of all responsibilities the post holder may have over time.***

## Experience

### You will need:

- Experience of providing direct front line support to victims of domestic abuse or equivalent experience in a linked sector (safeguarding, mental health, substance misuse, homelessness etc.)
- Experience of working with children and young people who have experienced trauma.
- Experience of working in partnership with agencies to achieve outcomes for clients
- Experience of working with partners to develop, influence and strengthen partnership working.
- Experience of working within and supporting families to navigate statutory and non statutory interventions for children and young people.
- Experience of working within safeguarding guidelines and legislation to protect and promote the well-being of children and vulnerable adults.

## Skills/ Qualifications/ Professional Membership

### You will be required to:

- Have excellent communication skills both verbal and in writing.
- Be organised and able to prioritise effectively
- Be able to work under pressure, supporting children and young people who have experienced trauma

## Personal qualities

### You will need to be able to:

- Work with your team and the wider partnership to improve outcomes for children and young people accessing the service.
- Be kind, caring and empathetic ensuring all clients are provided with an excellent service regardless of their background.
- Be non-judgemental and work within a trauma informed approach empowering children and young people to achieve their goals
- Act with integrity and respect when interacting with volunteers, clients, agencies and individuals

