



PENNINE DOMESTIC ABUSE PARTNERSHIP

Role Profile – KBOP Domestic Abuse Practitioner

JOB TITLE:	Domestic Abuse Practitioner
SALARY:	£24 000k per annum
RESPONSIBLE TO:	KBOP Service Manager
HOURS:	37.5 flexible working between hours of 8am – 6pm Monday to Friday
Annual Leave:	29 days pro-rata + Bank Holidays
Pension:	6% employer's contribution
Health Benefits:	Health Care Cash Plan Employment Mental Wellbeing Scheme

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. KBOP refers to Kirklees Better Outcomes Partnership.

OVERALL OBJECTIVES

To work within a skilled team providing high quality frontline specialist support services to victims of domestic abuse. PDAP KBOP team work with female and male victims of domestic abuse aged 16+ living across Kirklees through an advocacy, support and outcomes based framework.

To establish and maintain positive, proactive and innovative working relationships, pathways and referral routes with partner agencies to reduce barriers arising for male victims of domestic abuse reaching out for support.

PARTICULAR TASKS OF THE POSTHOLDER

Advocate for victims of domestic abuse with relevant agencies, by:

- Understanding the role of all relevant statutory and non-statutory services available to domestic abuse victims and how this role can work in partnership with them.
- Providing advocacy, emotional and practical support and information to victims including; legal options, housing support, health and finance
- Working directly with all key agency partners to address the safety of high- risk victims and ensuring that their safety plans are coordinated through multi agency protocols ie MARAC
- To support victims of domestic abuse through the criminal justice process

Maintain accurate recording of outcomes in line with KBOP outcomes framework and internal PDAP reporting requirements.

- Be creative, flexible and robust in supporting clients to achieve independence, safety and increased confidence
- To maintain accurate and confidential records of all work undertaken
- To manage a case load ensuring each client receives the appropriate service individual to their needs
- Support the empowerment of the client and assist them in recognising the features and dynamics of domestic abuse present in their situation, and help them regain control of their own lives
- Support colleagues and partner agencies, through awareness raising and institutional advocacy, in order to provide the best possible service for victims
- Respect and value the diversity of the community in which the services work in, and recognise the needs and concerns of a diverse range of victims ensuring the service is accessible to all
- To adhere to defined service standards and accreditation frameworks and remain up-to-date and compliant with all organisational procedures policies and professional codes of conduct and uphold standards of best practice.

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 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 KBOP 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
- To take part in the on call rota

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.

Person specification

Knowledge

You will be required to:

- Have an excellent understanding of domestic abuse including the impact on victims and their children and the legal and practical remedies available to these clients.
- Understand relevant legislative requirements involved in working with victims of domestic abuse such as the Domestic abuse Act, and safeguarding requirements.
- Have an excellent understanding of the context of DA services and best practice when working with victims of domestic abuse.
- Have theoretical and procedural knowledge of other voluntary and statutory services involved in the response to domestic abuse.
- Have an understanding of multi-agency partnerships and legalities of information sharing in domestic violence cases.
- Have an understanding of the barriers for victims of domestic abuse in accessing support and how to address these.

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 in partnership with agencies to achieve outcomes for clients
- Experience of working within legislative frameworks to develop, influence and encourage partnership working.

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 victims in crisis and emotional distress

Personal qualities

You will need to be able to:

- Work with your team and the wider KBOP partnership to improve outcomes for victims of domestic abuse accessing the service.
- Be kind, caring and empathetic ensuring all victims of domestic abuse are provided with an excellent service regardless of their background.
- Be non-judgemental and work within a trauma informed approach empowering victims of domestic abuse to achieve their goals

- Act with integrity and respect when interacting with volunteers, clients, agencies and individuals