**Finding Freedom from abuse**

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| **Role Title** | Children and Young Person’s Support worker |
| **Reports to** | Head of Refuge |
| **Location** | Finding freedom from abuse |
| **Special conditions** | * Due to the nature of this role, there is a Genuine Occupational Requirement that only female candidates will be considered. * To work outside of normal working hours including participation in the on-call rota. When on call, you need to be available for work and have access to a car. * Candidates must satisfy the interview panel that they have an objective distance from any personal experience of violence or abuse. |
| **Role Purpose** | To deliver and develop support services for children and young people aged up to 16 years who have experienced domestic abuse to ensure their safety and emotional well-being. To operate in accordance with best practice and within the policies and procedures of FFFA |
| **Salary** | **£24,500 - £26,400 37.5 hours** The normal starting salary for this role is £24,500 for full time hours. A higher starting salary may be offered to candidates who have significant and demonstrable skills and experience required for this post. |

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| **Responsibility Areas** | **Key Activities** |
| **Managing service delivery and performance** | * **Support to Children and Young People** * To assess the needs of children and young people on an individual basis in relation to their experiences of domestic abuse and provide appropriate individual support. * To work in conjunction with adult support workers to assess the whole family and to provide appropriate support to adult victims and their children. * To develop and deliver a programme of activities and events to assist children to overcome the negative effects of domestic abuse. * To act as an advocate for children, attending school, court and child protection case conferences where required. * To work with children to develop their confidence, self-esteem, and practical skills. To carry out safety planning with children and young people living with domestic abuse. * To assess children’s needs and make referrals to external agencies where appropriate. To set up and run peer support groups. * To maintain an awareness of actual or potential child abuse and take appropriate action, including making referrals to Social Services. * To participate in the on-call rota, providing 24-hour support over 7 days, to ensure effective out of hours coverage of the service   **Support of Adults**  To ensure that carers are aware of their responsibility for their own children’s welfare and encourage constructive relationships between carer and child. To assist in the smooth running of the refuge including helping maintain the accommodation, taking referrals and admitting women.  To participate in the delivery of a helpline to victims of domestic abuse and sexual violence. |
| **Managing security** | * To maintain the security and well-being of survivors of domestic abuse and other forms of abuse and their children within the premises, and to communicate immediately with the Head of Refuge any breaches of security, house rules or occupancy agreements especially where there is concern about safety. * To control access to the refuge when on duty and remind residents to keep the building secure when staff are not present. * To check efficient working of any entry phone and CCTV systems daily. * To ensure that security of sensitive information is maintained and complies with the requirements of the Data Protection Act 2018. |
| **Managing health and safety** | * To support the management of health, safety, and security within a refuge, including carrying out and recording regular fire and health and safety checks, ensuring that fire equipment and fire doors are in working order and not obstructed. * To ensure that all equipment provided by FFFA is in safe working order and that periodic testing and maintenance is carried out. * To ensure that the accommodation is always attractive and comfortable and that a good standard of hygiene is maintained in the refuge. To carry out cleaning and other light manual duties when required. * To arrange and supervise contractors, carrying out maintenance, window cleaning and cleaning of communal areas. |
| **Managing self** | * To promote and support equality and empowerment within all areas of work. * To represent and be an ambassador for FFFA, working in partnership internally and externally with other agencies to ensure an effective coordinated community response to survivors of sexual violence and their children. * To actively participate in FFFA performance management processes including regular supervisions and development. |

**Person Specification:** This person specification states the experience, knowledge, skills and attributes which the selection panel will use to draw up a shortlist of applicants to be interviewed. When completing your application, please think carefully about how you can demonstrate that you meet each of the criteria in the person specification and give examples wherever you can. It is insufficient simply to repeat what it says in the person specification. We are aware that we are asking for a wide range of skills and experience and will consider applications from people who would be prepared to add to their experience, skills and knowledge to acquire what is required.

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| Essential role related qualifications and experience at recruitment |
| * Good standard of general education * Ability to work at NVQ (or equivalent) level III or CACHE * Further Education Qualification |
| * Essential role related skills and knowledge at recruitment |
| * Experience of providing support to vulnerable people and children under stress. * Experience of advocating for vulnerable people and children * Experience of developing new services for victims and survivors of domestic abuse * Working within a multi-agency and legislative framework * Demonstrable experience of supporting individuals within the context of a helping environment, both face to face and on the telephone * Experience of facilitating support groups and targeted group work. * Experience of taking personal responsibility for specific projects/work areas, devising work plans and their implementation * Experience of working with a diverse range of people, including those experiencing deprivation. * A working knowledge of the complexities of domestic abuse and its effects on women and children, and the current civil and criminal legislation relating to victims and survivors of domestic abuse e.g. DSS and Housing benefits/ homelessness legislation /injunctions. * A working knowledge of Key Working, safeguarding and child protection, and supporting complex needs such as mental health, challenging behaviour and substance misuse. * Ability to develop appropriate, professional, supportive relationships with women and their children, while maintaining professional boundaries. * Good written and verbal communication skills, and proficient in Microsoft Office, Word, Excel and PowerPoint |
| Personal attributes |
| * Passionate about helping those affected by domestic violence and abuse, and an empathetic and non-judgemental approach to those in crisis. * Ability to manage, support and motivate staff, and to delegate responsibility and appropriately. * Ability to prioritise workload and operate without close supervision. Resilience, strength of character and flexibility to deal calmly and with a problem-solving approach in complex, stressful and crisis situations. The post is a full-time job There is a requirement for early morning/evening work in this job * There is a requirement for evening/weekend work in this job to be available to participate in the on-call rota for the out of hours service. |