



JOB PROFILE

POST:	Domestic Abuse Worker – supporting male victims
SALARY:	£ 21,077.00 p.a.
HOURS:	35 per week – May include some evening work
LINE MANAGER	MWA Reach Project Lead
RESPONSIBLE FOR:	Assigned volunteers & student placement
DURATION:	Permanent for 1 Year (Subject to continued funding)
LOCATION:	City View House

JOB PURPOSE:

The post holder will be responsible for identifying and meeting the emotional and practical support needs of male victims of domestic violence and abuse who have been assessed as statutory homelessness and referred into the MWA Reach Project. The post holder will advocate on their behalf and provide structured one-to one and group support to enable them to start their journey of recovery. The post-holder will also work with female victims dependant on case numbers

MAIN DUTIES AND RESPONSIBILITIES:

1. Work with individuals – predominantly male victims - who have experienced domestic violence and abuse through the provision of practical and emotional support.
2. Review needs and risk assessments at point of entry into the service and subsequently at appropriate intervals.
3. Formulate, and review progress, against individual support plans through encouraging service users to set realistic goals, whilst supporting them to make and implement informed decisions regarding their futures.
4. Work with service users to implement actions from MARAC meetings and provide updates on progress to IDVA colleagues within a timely manner.
5. Ensure that client records are input onto PTMWA’s information case management system and that all case files are kept up to date and accurately recorded.
6. Complete written reports and client updates that are appropriate to the audience for which they are written that succinctly present and appraise options and make clear recommendations for action.
7. Provide, or access by sign-posting to other agencies, appropriate information, advocacy, emotional and practical support, in relation to housing, legal, financial and other matters relevant to service users whilst maintaining the organisation’s strict confidentiality procedures.
8. Work with service users individually and in a group to build their self-esteem and confidence, maximise their control over their own lives, and improve/support their access to, voluntary and statutory services relevant to their and their children’s needs.
9. Work effectively with volunteers, agencies and other services in order to achieve positive outcomes for service users and to raise awareness of domestic abuse issues through support and training for professionals.



10. Accompany or arrange for volunteers to accompany service users, where appropriate to appointments and meetings with other support services or agencies, including GP surgeries, solicitors and to attend meetings such as Core Groups to support their family.
11. Support the individual to understand the short and long term impact that their abusive experiences have had on them as an individual and their children/other significant others using psycho-social interventions.
12. Provide information, advice and assistance in securing suitable accommodation and access to all PTMWA and other community based support services.
13. Undertake a holistic approach to supporting the service user, including supporting their children using assessments and support plans. Also to maintain awareness of child protection / safeguarding issues and report any such concerns to a manager as a matter of urgency.
14. Support the organisation to: continuously meet its contractual requirements; defined service standards are maintained; and compliance with all statutory provision, PTMWA policies and procedures and quality standards such as WAFE and Leading Lights.
15. Contribute to the monitoring and performance of the service to produce appropriate outcomes for service users.
16. Develop and facilitate group work programmes for service users.
17. Support the development of effective service user involvement activities in facilitating voices groups and encouraging participation to develop relevant and meaningful services.
18. Follow strict PTMWA confidentiality procedures for all service users and their families.

GENERAL:

1. To identify own training and development needs and participate in all training courses relevant to The Pankhurst Trust (Incorporating Manchester Women's Aid) commitment to providing high quality services.
2. To work at all times with due regard to the policies and procedures of The Pankhurst Trust (Incorporating Manchester Women's Aid), including financial regulations, participating in their development and amendment where required.
3. Willingness to work outside normal working hours including evenings and weekends and to participate in promotional, fundraising and income generating events, activities and any other duties as may be reasonably required by the organisation.

OTHER:

1. The post is subject to a DBS disclosure which will be carried out at appointment of a candidate.
2. This post is subject to completion of a six month probationary period.
3. Must be mobile to visit sites and work across the whole city as required.
4. Post is open to women only under the Equality Act 2010, schedule 9, part 1



This job description is not designed to provide an exhaustive list of tasks and therefore the post holder is expected to undertake any other reasonable duties within the scope of the post as specified by their line manager.

PERSON SPECIFICATION

CRITERIA	ESSENTIAL/ DESIRABLE	ASSESSED
EDUCATION/QUALIFICATION		
Relevant professional qualification, for example Health and Social Care Level Three or equivalent experience	D	Application Form
EXPERIENCE		
Recent significant experience of undertaking direct work with vulnerable people including experience of working with people affected by domestic abuse in a 1:1 or group setting	E	Application Form/ Interview
Experience of carrying out needs assessments and support planning.	D	Application Form/ Interview
Experience of group development and group facilitation	D	Application Form/ Interview
Experience of completing risk assessments including the safe lives risk assessment and other comprehensive assessments	D	Application Form/ Interview
KNOWLEDGE AND UNDERSTANDING		
An excellent level of understanding of the impact of domestic abuse on individuals and families.	D	Application Form/ Interview
A good level of knowledge and understanding of statutory and legal provision for people experiencing domestic abuse.	D	Application Form/ Interview
General knowledge of welfare benefits, housing options and other appropriate support services.	E	Application Form/ Interview
Understanding and awareness of child protection, vulnerable adult's protection and safeguarding and an understanding of how to make safeguarding referrals.	E	Application Form/ Interview
Good understanding of confidentiality and appropriate personal/professional boundaries.	E	Application Form/ Interview
Understanding of working with service users with complex needs associated with mental health, drugs and/or alcohol.	D	Application Form/ Interview
An understanding of additional barriers to service experienced by women from minority communities.	E	Application form/ Interview
SKILLS AND ABILITIES		
Ability to work in a non-directive and empowering way with service users enabling them to regain independence.	E	Application Form/ Interview
The ability to be emotionally resilient in a distressing and complex environment	E	Application Form/ Interview



Able to work with individuals to understand the impact of domestic abuse on individual and children	E	Application Form/ Interview
Ability to work effectively with partner agencies to obtain appropriate outcomes for service users.	E	Application Form/ Interview
Ability to effectively communicate with a range of people who may have language or other communication barriers.	E	Application Form/ Interview
Ability to work on own initiative and prioritise work in a busy environment.	E	Application Form/ Interview
Ability to prepare and present reports in a professional, concise and meaningful manner.	E	Application Form/ Interview
Ability to maintain up-to-date and accurate case files and individual support plans.	E	Application Form/ Interview
Good level of numeracy, literacy, report writing and IT skills.	E	Application Form/ Interview
OTHER		
Commitment to equal opportunities and anti-discriminatory practice.	E	Application Form/ Interview
Willingness to undertake training and a commitment to continuous personal development.	E	Application Form
Willingness to work flexibly and ability to travel to different sites and venues. The successful candidate must be a driver and have access to a vehicle to fulfil the duties of the role	E	Application Form

POST HOLDER SIGNATURE:		DATE:	
LINE MANAGER SIGNATURE:		DATE:	