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| Job Title | Survivor Advocacy Support Worker -Centralised Hub |
| Responsible to | Team Leader |
| Conditions of Service | Post 1 :25 hours per week – over 4 or 5 days  Post 2 18.5 hrs per week –over 3 days  Xx annual leave plus Public Holidays  Xx probationary period  Xx pension scheme  Xx other benefits ……..  **Enhanced DBS Clearance and Police Vetting Clearance are required** |
| Salary | NJC Scale Point 20 £25,295 per annum pro rata |
| Contract | Post 1 Permanent  Post 2- temporary 6 months maternity cover |
| Location | Your usual location will be within JUNO central HUB but this may vary according to the requirement of the wider teams. |

This job description may change to reflect changing requirements of the role.

**Job Summary**

A Domestic Violence specialist working in the central HUB, you will work pro-actively with survivors (**including women, teenagers and children)** offering risk assessed, strength based, and needs led support. You will work with the survivor, throughout the referral process agreeing individual safety support plans as well as advocating on their behalf to achieve safe and independent lives. You will ensure a smooth transition from the central HUB to relevant ongoing services within JUNO

**Responsibilities and Duties**

The list below describes the main responsibilities and duties of the role but is not a finite list. You will be required to carry out any other duties commensurate with this post.

**Initial Contact work**

* Provide high quality first contact support to all (adult, children and teenagers) survivors of domestic violence. Within 2 working days of referral
* Work with survivors, carrying out initial risk and needs assessments and agreeing an individual safety support plan where required.
* Advocate on behalf of survivors with external agencies including where appropriate MARAC, courts, housing, children and adult social care, health and other voluntary and community organisations.
* Keep and maintain accurate and confidential records of all work undertaken.
* Refer the survivor to the appropriate Juno service where ongoing support is required.
* Contribute to the collection of service outcomes and use clear and coherent targets and monitoring systems to provide evidence that Survivor outcomes are met.
* Ensure effective implementation of Juno’s Equality and Diversity policies and awareness and integration of an equalities and human rights agenda in all your work.
* Contribute to Survivor feedback and voice in service delivery and service development.
* Ensure service standards are maintained and all policies and procedures complied with.
* Ensure that the service is delivered in line with the service SLA and contract.

**Contribute to the high-performance and development of your team and the City/County SASS and CAT teams**

* Contribute effectively to team working, team meetings and the team plan. s
* Work with volunteers as necessary to enhance the capacity of the service
* Respond to crisis drop ins as required
* Promote the service widely to ensure referrals are received from women, teenagers and children across all communities.
* Undertake training and ensure your knowledge is up to date and where relevant shared with your team
* Provide support to your wider team times of reduced capacity at the discretion of your line manager

**Values, Behaviours & Competencies**

* Committed to the purpose of Juno Women’s Aid, ensuring that the Survivor is at the heart of service delivery and development
* Provide the service at times and days to meet service user needs.
* Feminist and committed to fostering innovation and continuous improvement in working practice
* Flexible and open to new challenges, ideas and experiences, and able to be self-reflective
* Committed to understanding diversity and ensuring anti-discriminatory practice is applied in all forms of our work
* Non-judgemental with a commitment to self-care within the team
* Collaborative, building relationships with internal and external partners.
* Non-judgemental with a commitment to self-care within the team and wider organisation

**For Official Use only**

Agreement to Job Description by candidate accepting the job offer:

*In accepting the offer of employment by Juno, I agree to work to this Job Description and understand that this may change to reflect changing requirements of this role.*

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| --- | --- |
| Name: | Signature: |
| Date: | Start date: |

PERSON SPECIFICATION

*Your application should give clear examples of your experience, knowledge, skills and*

*abilities gained in both paid and/or unpaid (volunteer) work for each of the Person*

*Specification criteria*

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| **Experience** | * Experience of working with women and or teenagers and children affected by domestic abuse * Experience of risk assessment and management, safety planning and support planning |
| **Knowledge and Understanding** | * Understanding of the practical, emotional, social and economic issues facing women teenagers and children affected by domestic violence * Understanding of the differing forms and impacts of domestic violence across the communities we serve * Knowledge of housing, welfare and policy relating to domestic violence * Sound knowledge of safeguarding for adults and children |
| **Skills and Abilities** | * Ability to manage own caseload, working under pressure and prioritising workload * Excellent written and verbal communication skills * Ability to work sensitively and in a non-judgemental manner with vulnerable clients |
| **Qualifications** | Women’s Aid or Safe Lives Level 3 qualification is desirable. A willingness and ability to attend this training and successfully achieve this qualification is essential |
| **DBS/Police clearance** | An enhanced DBS and police clearance are required for this role. |