Empowerment Practitioner

Job Description & Person Specification

**Job title:** Empowerment Practitioner

**Responsible to:** Team Lead

**Contract:** Fixed term to 31st March 2025 (potential to extend)

**Grade/Salary:** £24,446 (pro rata) based on a 37-hour work week

**Pension:** Workplace pension

**Working hours:** 30 hours per week

**Work location:** North Devon

**Benefits:** 25 days annual leave plus bank holidays (pro rata)

*This post is open to female applicants only as this is deemed a genuine occupational requirement under Schedule 9, Paragraph 1 of the Equality Act 2010.*

*North Devon Against Domestic Abuse is committed to equality and diversity and strongly encourages applications from women with disabilities, from BME backgrounds and the LGBT community, as these groups are currently under-represented in our organisation.*

Job Summary:

North Devon Against Domestic Abuse (NDADA) delivers quality services across Devon in response to Domestic Abuse.

In addition to NDADA’s refuge provision, NDADA coordinate and facilitate a number of specialist IDVA services including Health, The Courts, Mental Health & Community as well as domestic abuse support roles within their outreach service.

The Empowerment Practitioner will work within a dynamic, advocacy and support service to ensure the voice of survivors informs every stage of the process specialising in working with clients who require additional educational and recovery support to move forward after experiencing domestic abuse. They will work within the team to make proactive contact and provide high quality advocacy and support based upon a client led needs and risk assessment to women aged 18+ who are experiencing Domestic Abuse. The post holder will work across North Devon under the guidance of the Team Lead and Operations Manager. The post holder will hold a caseload of clients who have experienced domestic abuse and who may also have other complex needs alongside Brave Spaces, a collaborative project between Encompass, NDADA, SAND & Colab Exeter & Mind Somerset.

The post holder will understand domestic abuse and its effects on families.

Main Duties and Responsibilities:

1. Ensure effective access to the service for victims of domestic abuse across North Devon and encourage their engagement with the service, through multi agency working and service flexibility.

2. To support women both in shared accommodation and those in the outreach service to understand the impact domestic abuse has had on their lives and aid with their recovery, to help them access the right support and to offer interventions which will support them to live a happy life.

3. Develop support plans and offer educational, recovery and wellbeing support being trauma informed in your approach

4. Proactively assess the needs and safety of any children that clients using the service may have, ensure that any risks/needs identified are addressed directly with the woman, and take appropriate action to safeguard them.

6. Proactively assess the needs and safety of women at risk giving due regard to Adult at Risk policies and procedures.

7. Participate in multi-agency conferences in respect of children and adults at risk as required, providing reports and undertaking actions as necessary.

8. Work with the Team Lead to ensure all monitoring and evaluation for the project is accurate and fully maintained, and keep managers informed of any issues and successes.

9. Ensure that agreed case recording and monitoring systems are kept up to date and secure, and write internal and external reports where required, including for safeguarding conferences, team meetings, managers, and others.

General duties:

1. At all times protect the safety and security of service users, staff, volunteers and buildings, and the confidentiality of records and other information in line with general data protection requirements.

2. Proactively assess the needs and safety of children and women to ensure that any risks/needs identified are addressed, having full regard to NDADA’s Safeguarding Children’s policy and Safeguarding Adults at Risk policy and complying with the Local Safeguarding Children and Adults requirements.

3. Be responsible for personal learning development and keep up to date on research, relevant legislation, policy and practice, and other literature relevant to the project.

4. Participate in supervision, training and meetings as required and work as a member of the team to ensure effective delivery of service and individual work plans.

5. Ensure the effective implementation of NDADA’s policies and procedures.

6. Work across teams and undertake such other duties, appropriate to the grade and character of the work, as may reasonable be expected.

This job description sets out the duties of the post at the time when it was drawn up and will be reviewed from time to time. Duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

Empowerment Practitioner

Person Specification

We do not expect candidates to have everything required on the person specification and would be happy to offer further training to the right candidate.   
A = Application Form I = Interview   
KNOWLEDGE AND QUALIFICATIONS:

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| --- | --- | --- |
| 1 | A relevant qualification, or training, for example in domestic violence, mental health, social work, counselling or substance misuse or related area. | A |
| 2 | A Good understanding of violence against women and girls with a particular focus on the dynamics of domestic abuse and its impact on children, families, and communities. | A/I |
| 3 | Thorough knowledge of safeguarding practice, procedures and legislation. | A |
| 4 | Knowledge and experience of educational practices to help with recovery and empowerment | A/I |
| 5 | Knowledge and understanding of mental health issues | A/I |

EXPERIENCE

|  |  |  |
| --- | --- | --- |
| 1 | Experience of supporting women who have experienced domestic abuse/ violence, forced marriage or so-called ‘honour-based violence’. | A |
| 2 | Experience of risk and needs assessment, safety and support planning, particularly with clients with complex/multiple needs. | A/I |
| 3 | Experience of partnership working and of maintaining excellent working relationships with a range of stakeholders. | A |
| 4 | Experience of working with statutory and charity domestic abuse or mental health support services. | A/I |

SKILLS

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| --- | --- | --- |
| 1 | Excellent listening skills and the ability to communicate well with a wide range of people of all ages and backgrounds. | A/I |
| 2 | Excellent risk assessment, support and advocacy skills and the ability to advocate successfully using evidence and professional experience. | A/I |
| 3 | Ability to network, influence, problem solve and apply solution focused approaches to increase access and safety and facilitate positive outcomes for clients. | A/I |
| 4 | Ability to work well within a team and responsibly on your own initiative, and of maintaining professional boundaries with clients and partner agencies. | A/I |
| 5 | Flexible, proactive approach and a good ability to prioritise work. | A/I |
| 6 | Good crisis management skills and the ability to work effectively under pressure and to deadlines. | A/I |
| 7 | Good data collection, monitoring and IT skills, including word processing and using databases and spreadsheets. | A/I |
| 8 | Good report writing skills, including preparing reports for courts, case conference and information for Multi agency Risk Assessment Conferences (MARACS). | A/I |

GENERAL

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| --- | --- | --- |
| 1 | Full valid driving license with business use insurance. | A/I |
| 2 | Clear boundaries and a willingness to accept line management and make effective use of supervision. | A/I |
| 3 | A good understanding of the importance of confidentiality and anti-discriminatory practice; safe practice and health and safety procedures. | A/I |
| 4 | A good understanding of cultural issues and equal opportunities. | A/I |
| 5 | A firm commitment to women, children’s and young people’s rights and to work within NDADA’s framework and its core values. | A/I |
| 6 | Willingness to carry out the policies and procedures of NDADA, and to work to agreed guidelines and codes of conduct. | A/L |

**Please note that any offer of employment will be made subject to references and confirmation of the right to work in the UK and satisfactory enhanced DBS check.**