

<b>Job Title</b>	Female* Domestic Violence & Abuse Advanced Practitioner (1 year post)
<b>Salary</b>	NJC Scale SO1 (29 – 31) £26,999 - £28,785 per annum (35 hours per week) <i>Temporary contract for 1 year</i>
<b>Responsible to</b>	LWA Refuge Manager

Leeds Women’s Aid (LWA) is the largest women’s charity in Leeds, and has been providing support to women and children affected by Domestic Violence and Abuse (DV & A) for over 45 years. We are committed to our values and strive to embody them in everything we do. We provide a range of the very best services for vulnerable women and families who are victims and survivors of: domestic, sexual & honour based violence and abuse; forced marriage; trafficking; stalking and harassment.

LWA is the lead agency for Leeds Domestic Violence Service (LDVS), a consortium of 3 agencies offering support to women, men and transgender/non binary people. This service works within a multi-agency framework provides high quality, pro-active service to victims of domestic, sexual and honour based violence and abuse, stalking and forced marriage, often those at the highest risk.

LWA is also the lead agency in the innovative and unique National Lottery Community Fund funded Women’s Lives Leeds (WLL) partnership, consisting of 11 women and girls organisations. Working with vulnerable women and girls, our vision is our vision is that many more women and girls in Leeds will have their needs met and be empowered to lead safer and healthier lives.

**Purpose of Job**

This post is part of the West Yorkshire Project (Funded by the Ministry of Housing Communities and Local Government’s (MHCLG) Domestic Abuse Fund for the provision of core support for refuges and other accommodation-based services) to support victims and families of domestic violence and abuse with complex needs. \* Post is open to women only (Exempt under the Equality Act 2010 Schedule 9, Part 1):

- To ensure victims and families with complex needs receive access to responsive, sensitive and effective accommodation and related support services.
- To improve access to accommodation, maintain tenancies and reduce repeat homelessness.
- To ensure victims and families receive high quality advice, timely interventions and benefit from cross border referral pathways to enable them to access accommodation and related support across local authority boundaries.
- To enable early identification of domestic violence within GP practitioners and other health settings to ensure victims are signposted to support and protection.
- To ensure staff dealing with complex cases are managed and supported effectively, sensitively and from a trauma informed approach.

This post will be subject to an enhanced DBS check and there is an Occupational Requirement under the Equality Act 2010 Schedule 9 (Part 1) for the post holder to be a woman.

### **Physical Conditions**

The Advanced Practitioner (AP) will be managed by, and based within, LWA, and the post holder will be required to work from our refuges and domestic violence service settings across Leeds.

Some work will be undertaken at other locations, for example other partner DV & A services, the Front Door Safeguarding Hub, GP surgeries, other health locations.

### **Economic Conditions**

The salary is NJC Scale SO1 (29 – 31) £26,999 - £28,785 per annum. Temporary contract for 1 year. Hours of work are 35 hours per week, Monday to Friday. Some weekend and evening work will be required.

### **Responsibilities**

#### Responsible to:

The AP will be line managed by, and be responsible to, LWA's Refuge Manager. All paid members of staff are accountable to the Chief Executive, and ultimately the Trustees of LWA, and will work according to policies and procedures agreed by them.

#### Responsible for:

There are no line management responsibilities however it is expected that the post holder will work with managers to ensure that staff dealing with complex cases are managed and supported effectively, sensitively and from a trauma informed approach.

### **Main Duties**

To support staff working with victims and families with complex needs (eg. mental health difficulties, substance misuse issues, BME victims, older victims, disabled victims, young victims aged (16+yrs), LBGT+ victims) to improve access to accommodation, maintain tenancies and reduce repeat homelessness.

The role seeks to build on existing provision and the work which has been possible via recent Department for Communities and Local Government (DCLG) funding by further increasing and improving our ability to effectively respond to victims with complex needs across the district.

Cases will be identified primarily through LWA and partners, including LDVS and WLL, the Front Door Safeguarding Hub, Leeds Housing Options, other refuge providers across West Yorkshire, GP's and health practitioners through the Good Practice Officers.

The AP will:

- Work closely with practitioners that are supporting victims and families of DV & A to improve access in to appropriate services which will address complex needs.
- Develop effective working relationships with key voluntary, statutory services, support agencies and their staff to improve the response to victims and families with multiple needs experiencing repeat domestic abuse.
- Mentor or work alongside staff to support a client to effectively engage with a range of services, that will address unmet multiple and complex needs. They will work closely with staff from LWA, LDVS, WLL, Leeds Housing Options and other refuge providers to ensure the needs of clients are addressed.
- Coach, mentor, train and support staff to encourage work which is culturally sensitive, trauma informed and promotes the social model of disability. They will support managers to access high quality clinical supervision to attend to staff safety and well-being.
- Undertake a development role, contributing expert knowledge to enhance existing training programmes across West Yorkshire.
- Broker partnership arrangements and referral pathways across the five local authority districts to ensure DHR, MARAC, MAPPa and child safeguarding arrangements are in place and aligned as they help place victims who require time-intensive interventions to access cross border accommodation and support.
- Work alongside the Good Practice Officers to engage with GP practices, health providers and Emergency Departments to enable early identification of domestic violence to ensure victims are signposted to support services.
- Improve support to the most vulnerable and high risk victims and increase knowledge to front line staff of victims with complex needs.
- Work within agencies and organisations to improve service provision and referral pathways for victims across West Yorkshire.
- Share information relating to risk to the relevant Manager and other relevant agencies as appropriate.
- Maintain accurate and confidential case management.
- Ensure that any issues in relation to child or adult protection concerns are responded to appropriately and are brought to the attention of the relevant Manager.
- Respect and value the diversity of the community across Leeds, and recognise the needs and concerns to ensure the service is accessible to all.

## Monitoring & Evaluation

It is expected that the post holder will work with the Refuge Manager, Leeds City Council DV Team, other AP's across West Yorkshire and other partners to effectively monitor work undertaken and outcomes.

## General

- To attend staff meetings when required.
- Work in line with, and follow, the policies and procedures of LWA.
- To undertake any other duties as may be deemed consistent with the requirements of the post.

### **Essential Knowledge & Understanding**

You are required to have an excellent understanding of:

1. Domestic, sexual, gendered and honour based violence and abuse, stalking and forced marriage, and the impact on victims and their children, including health & wellbeing
2. Have a good understanding of victims with complex needs (e.g. mental health substance misuse, LGBT\* and young victims) (A&I)
3. Risk assessments, safety DV & A domestic violence and abuse victims (A&I)
4. Child protection and safeguarding in relation to DV & A, and the legal responsibilities surrounding these issues (A&I)
5. Knowledge of the roles and responsibilities of different agencies in relation to tackling domestic abuse and meeting the needs of clients with complexities (A&I)
6. Social and cultural issues in the context of DV & A (A&I)
7. Knowledge of the housing needs of vulnerable and disadvantaged groups including emergency accommodation (A&I)
8. Clear understanding of equality issues and marginalisation of various groups and communities (A&I)

### **Desirable Knowledge & Understanding**

It is desirable for you to have an understanding of:

1. Mental health and substance misuse issues, additional issues and barriers faced by victims and the impact on DV & A (A&I)
2. Policy, approaches and roles of different services and agencies in relation to tackling domestic abuse (A)
3. MARAC, DASH Risk assessment tool, DHRs and Lessons Learned Reviews (A&I)
4. The issues facing victims and perpetrators of DV & A including social care, welfare benefits, health and emergency accommodation (I)

### **Essential Experience**

You are required to have experience of:

1. Experience of working with vulnerable clients with complex needs and victims of domestic abuse (A&I)
2. Experience of providing support, guidance and advice to people staff and professionals around clients with complex needs (A&I)
3. Experience in case management working with vulnerable client groups with complex needs (A)
4. Understand the health care systems and how this can contribute to supporting people experiencing domestic abuse (A)
5. Experience of presenting information and/or delivering training (A&I)
6. Ability to innovate, influence and effect change in a positive manner (I)
7. Experience of working with a range of services to coordinate the support for clients (A)
8. Experience of working under own initiative while contributing to the team ethos and vision (A&I)
9. Experience of working in a performance driven environment (A&I)

### **Desirable Experience**

It is desirable for you to have experience of:

1. Experience of monitoring and evaluating projects (A)

## Skills

You are required to be able to demonstrate your ability to:

1. Good organisation, IT and administrative skills with some experience working with databases (A)
2. To collaborate effectively with partner agencies and bring a proactive approach to partnership work (I)
3. Excellent communication skills in written, presentation and verbal formats (A&I)
4. Ability to apply creative thinking to problem solving and be flexible to work in all types of environments (A&I)
5. Ability to work effectively on own initiative with minimal direct supervision (A)
6. Ability to manage priorities whilst delivering the aims of the project (A)

## Qualifications/Professional Membership

You are required to:

1. Have a relevant qualification, degree, vocational qualification or have substantial equivalent experience (A)

## Personal Qualities & Values

You are required to be able to demonstrate your ability to:

1. Be flexible and willing to work in all types of statutory and voluntary sector environments, including multi agency settings; (I)
2. Be committed to reviewing individual and team practice and undertake regular training; (I)
3. Show initiative in tackling issues within the service and in relation to other agencies (I)
4. Values must be consistent with those of LWA i.e. non-judgemental and the ability to maintain confidentiality. (I)
5. Act with integrity and respect when interacting with service users, employees, agencies and individuals; (I)
6. Commitment to upholding LWA's policies and procedures. (I)
7. Commitment to diversity and working in an anti-discriminatory way. (A&I)