

## **Job Capsule Supplementary Information: Independent Domestic & Sexual Violence Advocate**

This supplementary information for **Independent Domestic & Sexual Violence Advocate** is for guidance and must be used in conjunction with the Job Capsule for Job Family: Health and Community Job Zone 4 Level 1

*The post holder will be required to successfully complete a police vetting process before being confirmed in post.*

*The post holder will be required to complete the Safe Lives accreditation training before being confirmed in post.*

### **Role Purpose:**

To assess risk and deliver specialist interventions for victims of domestic violence and abuse (DVA) & sexual violence (SV) and their families, and others impacted by cases where appropriate, taking responsibility for their recovery and reducing the risk of harm and homicide.

To deliver high quality services adhering to national professional standards to provide effective multi-agency safety intervention packages to victims, their children and across case networks.

To be involved in making decisions about the use of resources and to work collectively to resolve problems in this regard working together with officers across the service.

To assist with building the capacity of partner agencies, including those in the across Children's Safeguarding and Social Work, Housing, the Criminal Justice System and Health, to recognise and respond appropriately and safely to all forms of DVA, SV and traditional harmful practices like Female Genital Mutilation, forced marriage and so called 'honour' based violence in order to improve outcomes for victims and their children.

To assist with the engagement and communication with key stakeholders, including but not limited to;

- Cabinet Members and Ward Councillors;
- Directorates and services across the Council;
- The Community Safety Partnership Board and representatives from the agencies involved;
- The Camden Safeguarding Children Board and representatives from the agencies involved;
- Camden's Safeguarding Adult Partnership Board and representatives from the agencies involved;
- Local and Central Government departments, especially the Greater London Authority, the Mayor's Office for Policing and Crime; the Home Office

- Agencies in the Criminal Justice System including Magistrates and Crown Courts; and agencies in and associated with civil courts especially the Family Courts;
- Community groups, for example Tenants and Residents Associations; The Camden Safer Neighbourhood Board;

To be responsible for sharing information and data effectively adhering to safeguarding and data sharing principles and promoting this with all stakeholders especially elected members.

To be self-directing and to take responsibility for their own learning and development and to be confident to identify opportunities for innovation to improve the service in terms of creating and improving policies, procedures and delivery models, particularly through the evaluation and review of case work performance, the development of practice and customer feedback.

Provide cover for managers in the service where appropriate.

**Example outcomes or objectives that this role will deliver (this is not an exhaustive list):**

- To manage a work load of high risk cases, this will include developing and delivering problem solving action plans, specialist projects and tackling location based issues and to support colleagues to work collectively to this end.
- To work collectively to make decisions on the use of resources in response to case work requests, for example identifying, facilitating and signposting access to other agencies that support clients' wider needs (i.e. those that cannot be met within the service).
- To take personal responsibility for sharing information with colleagues and partners in a timely, secure and safe manner, adhering to safeguarding and data sharing principles and to promote this with all stakeholders
- To assist with responding to and implementing service development identified through national and/or regional learning in relation to risks related to domestic violence and abuse and sexual violence.
- To assist with the identification, design and delivery of projects that build capacity and reduce risk associated with DVA and SV, with a focus on promoting awareness, empowering victims (especially within the criminal justice system) and building community resilience..
- To supervise relevant externally commissioned services delivered by 3<sup>rd</sup> party providers.

**People Management Responsibilities**

There are no formal management responsibilities in this role. However, from time to time the post holder may be required to supervise apprentices or those on work experience, including allocating tasks, over-seeing delivery and giving feedback.

**Relationships;**

The role will operate within a service applying empowered & enabled and collective (or matrix) principles.

The role will be expected to develop and sustain effective partnership relationships with a range of stakeholders, this includes;

- Services and teams across the Council,
- External statutory and non-statutory agencies,
- Community Groups,
- Residents, businesses and visitors
- Other local, regional and national authorities and/or organisations

The post holder will be a point of expertise for all other officers in the service and stakeholders around the following work areas;

- Identification, Assessment and Reduction of risk
- Using data and information to make resource decisions
- The use of specialist interventions, including the wide range of civil and criminal legislation
- Facilitating decisions and actions plans through partnership working, especially via the DVA Multi Agency Risk Assessment Conference (MARAC).
- Use of restorative approaches.
- Building community resilience.

**Structure:**

The post holder will report to a manager in the Community Safety Service in relation to issues including but not limited to annual leave, sickness management and performance.

**Work Environment:**

- The post holder will be required to work in any Council building, remotely in community based or partnership settings such as Police stations, health and hospital locations, courts, children's centres and community centres or from home although staff are expected to base themselves to work alongside colleagues for the majority of their hours.
- The post holder may occasionally be required to work at weekends, early mornings or in the evenings particularly if the working model for the service includes out of hours arrangements.

- The post-holder will work in an “agile” way in line with the Council’s move to a flexible and paperless work environment, prioritising their own work within the empowered and enabled team culture recognising and utilising the expertise of others where appropriate.
- Post holders are expected to work on their own where it is safe to do so and have regard to the Council’s lone working policies working with colleagues and partner agencies where appropriate.

### **Technical Knowledge, Skills and Experience:**

- Ability to assess risk and make accountable decisions on the use of resources accordingly.
- Ability to use specialist interventions and legislation to reduce risk by providing advocacy, emotional and practical support and information to victims including legal options, housing, health and finance.
- Ability to work with victims empathetically, understanding their needs and managing sensitive information appropriately.
- Capacity to make decisions including difficult decisions around the assessment of risk, use of resources, the approach to case work and problem solving and the development of practice and to work collectively to this end with the ability to support colleagues and partner agencies effectively.
- Ability to design, facilitate and deliver solutions and support within a partnership setting, through training and institutional advocacy whilst maintaining an independent role and maintaining victim’s safety as central to any response.
- Ability to analyse, assess and present data and information effectively.
- Capacity to show resilience and tenacity in the face of problems and work effectively to resolve these.
- Strong communication and influencing skills, including writing reports and letters.
- Knowledge and experience of a risk assessment processes, safety planning and risk management for victims and perpetrators of DVA & SV with an ability to apply these effectively.
- Ability to identify and secure innovative and creative interventions that reduce risk in a challenging financial setting.
- Ability to be agile and flexible in terms of working practice and to take the lead for innovation and service development as priority work areas change.
- Knowledge of child protection and adults at risk issues and and the Council’s legal responsibilities surrounding these issues, demonstrable experience of its application in delivering services to customers
- Experience and understanding of using restorative approaches and community engagement
- Ability to engage effectively with politicians and senior decision makers from across the Community Safety Partnership
- Knowledge of managing sensitive intelligence and information securely and safely.
- Ability to analyse, use and present data and information effectively

- Demonstrate an excellent understanding of the dynamics of domestic violence and abuse and sexual violence, including the impact on men, women, children and young people, minority communities, same sex relationships informing delivery of appropriate interventions
- Demonstrate an excellent understanding of the context of IDVA/ISVA services and best practice when working with victims of DVA & SV.
- Strong communication and influencing skills including an ability to verbally undertake effective presentations to groups , etc...where required

The role will be based in a service where all officers work as one team developing a culture where knowledge and experience is shared and the responsibility for making decisions around complex issues is shared collectively. The role will be required to demonstrate or develop knowledge and skills across a range of specific work areas, which could include but would not be limited to:

- DVA and SV, including:
  - Working with cases involving specific and/or complex support needs such as mental health, housing or substance misuse.
  - Male victims
  - Young People and Children
  - BME Groups especially those with Bengali/Sylheti or other South Asian languages in line with local demographics
  - Other issues relating to Violence against Women and Girls including trafficking, modern slavery and those involved and/being exploited within the sex industry
- Youth Violence
- Safeguarding
- Child Sexual Exploitation
- Preventing Violent extremism
- Hate Crime
- Rough Sleeping and Street Population issues.
- The use of CCTV to reduce risk
- Responding to critical incidents and providing community reassurance following
- Interventions with offenders including DVA and SV

The post holder will be required to demonstrate behaviours and approaches that maximise the Council's principles around ways of working, these are;

- Deliver for the people of Camden,
- Work as one team

- Take pride in getting it right
- Find better ways (innovation and creativity)
- Personal responsibility

**Structure Chart – please insert or attach an up to date structure chart showing this role**