



**0808 802 0300**

### JOB DESCRIPTION

<b>JOB TITLE</b>	<b>Stalking Advocate – please note we are recruiting a number of these posts.</b>
<b>CONTRACT TYPE</b>	Fixed term until March 2025 (possibility of extension)
<b>SALARY RANGE</b>	£27,295 to £29,700 per annum, depending on experience. (pro rata for part-time hours)
<b>HOURS</b>	<b>35 hours/week</b>
<b>REPORTS TO:</b>	Team Leader
<b>LOCATION</b>	The post holder will be required to be office-based initially to support their induction and integration with the service. Thereafter, a blended model (40% office/60% home), with office working in London and home working (must have adequate and confidential workspace when remote working). Candidates should ideally be in London or immediate surrounding area (but locations outside of these areas may be considered).

Please send CV and covering letter to [recruitment@suzylamplugh.org](mailto:recruitment@suzylamplugh.org) Applications without a covering letter will not be considered.

If you do not receive a response within 3 weeks, please assume that on this occasion your application has not been successful.

### About the Suzy Lamplugh Trust

Suzy Lamplugh Trust is the UK's pioneering personal safety charity and leading stalking authority. We were established in 1986 following the disappearance of 25-year-old Suzy Lamplugh, an estate agent and lone worker who went to meet a client and never returned. The Trust exists so that what happened to Suzy does not happen to anyone else. For the past 37 years, we have worked towards reducing the risk of harassment, stalking,

aggression, and violence. Our Stalking Helpline offers support and advice to thousands of victims of stalking every year, while our bespoke advocacy teams work closely with partners across the Violence Against Women and Girls' (VAWG) sector, the criminal justice system, and both statutory and non-statutory services to ensure our clients can live a live free from abuse and fear.

You will be working alongside a team of advocates who are dedicated to supporting and empowering victims and survivors of stalking. By working with a caseload of 20- 25 clients, you will have the opportunity to provide holistic and bespoke advocacy to your clients, whilst leveraging your knowledge of gender-based abuse to support the Trust's specialist mission.

### Purpose of Role:

- To provide expert advice and advocacy to victims of all forms of stalking.
- To provide guidance and support by telephone, email and face-to-face to those affected by stalking.
- To provide casework support and advocacy to victims of stalking, liaising with both voluntary and statutory services to ensure positive outcomes for victims.
- To support the operational Team Leaders where required.

### Main Duties and Responsibilities:

#### Service Delivery

- To deliver robust risk assessment and safety planning for clients, along with advice and information regarding stalking legislation.
- To manage a caseload of 20-25 clients and provide expert advocacy support to victims of stalking - including carrying out initial assessments, risk assessments, devising support plans and liaising with appropriate agencies.
- To deliver client work which adheres to high service standards, ensuring compliance with all policies and procedures.
- To keep and maintain accurate and confidential records of all work undertaken using our case recording system.
- To identify and maintain appropriate boundaries for all enquiries and recognise when and where to signpost enquirers for further help/information as appropriate.
- To proactively continue to develop appropriate knowledge, attitudes and skills through regular reading of information and attending training courses.

#### Other

- To be an ambassador for The Suzy Lamplugh Trust, understanding the organisation's mission, vision, and values.
- To understand the latest developments in the VAWG sector.

- To attend supervision meetings and appraisals.
- To attend case management and training sessions for staff and actively contribute to these meetings.
- To attend and participate in team meetings and strategic away days.
- To undertake any other appropriate duties as requested by the operational Team Leaders.
- To always work within the policies and procedures of Suzy Lamplugh Trust.

**Person Specification** – please make sure that you address the criteria that need to be evidenced by your CV and Cover Letter as these will be used to shortlist.

<b>Experience &amp; Qualifications</b>	<b>Essential</b>	<b>Desirable</b>	<b>Evidenced</b>
Experience of working with people affected by gender-based violence, including risk assessment and safety planning.	✓		<b>CV &amp; Cover Letter</b>
Experience of managing own case load, working under pressure and prioritising workload	✓		<b>CV &amp; Cover Letter</b>
Experience of working within the Violence Against Women and Girl's sector, with experience of working with those affected by stalking being particularly desirable		✓	<b>CV &amp; Cover Letter</b>
Experience of carrying out risk assessments and providing safety planning to victims of crime.	✓		<b>CV &amp; Cover Letter</b>
A formal qualification in the Violence Against Women and Girls (VAWG) sector – such as an IDVA or ISAC qualification		✓	<b>CV &amp; Cover Letter</b>
<b>KNOWLEDGE &amp; UNDERSTANDING</b>			
A working knowledge of the criminal and civil justice system, housing, welfare and policy relating to stalking and other forms of gender-based violence.	✓		<b>CV &amp; Cover Letter</b>
A sound working knowledge of the practical, emotional, social and economic issues facing people affected by stalking and other forms of gender-based violence	✓		<b>CV &amp; Cover Letter</b>
Knowledge of Safeguarding (adults and children)	✓		<b>CV &amp; Cover Letter</b>
Detailed knowledge of typologies of stalkers, their motivation, and how this affects risk		✓	<b>Interview &amp; Exercise</b>
<b>PERSONAL ATTRIBUTES/BEHAVIOURS</b>			
Commitment to the work of Suzy Lamplugh Trust	✓		<b>CV &amp; Cover Letter</b>
Ability to manage and prioritise workload	✓		<b>Interview &amp; Exercise</b>

Calmness and confidence to influence external stakeholders, whether collectively or individually (e.g. when advocating on behalf of service users)	✓		<b>Interview &amp; Exercise</b>
Good attention to detail	✓		<b>Interview &amp; Exercise</b>
Reliable and resilient	✓		<b>Interview &amp; Exercise</b>
Empathy with issues relating to stalking	✓		<b>Interview &amp; Exercise</b>
Ability to maintain boundaries	✓		<b>Interview &amp; Exercise</b>
Willing to work within the policies and procedures of Suzy Lamplugh Trust, including equality and diversity	✓		<b>Interview &amp; Exercise</b>