

woman's Trust

recovery from domestic abuse

PO Box 70420, London NW1 7QL

Tel: 020 7034 0303/0304

Charity No. 1053117

Female Young Women & Girls Groupworker

Salary: £16,200 – £18,900 (FTE 27,000)

Hours: 21- 24.5 hours per week.

Location: Hybrid- between remote working / Woman's Trust London office / Outreach pan London

Closing Date: On a rolling basis

www.womanstrust.org.uk





December 2023

Female Young Women & Girls Groupworker

Dear Applicant,

Thank you for your interest in the role of Female Young Women & Girls Groupworker.

Please note, this post is open to female applicants only – Section 7.2(E) of the Sex Discrimination Act applies.

To apply, please provide your CV and a cover letter of no more than 2 pages, that outlines how you meet the person specification. These should be returned to recruitment@womanstrust.org.uk with 'Female Groupworker – Your Name' in the Subject bar.

Please address each of the criteria in the person specification below, providing actual examples of what related work/experience/skills you have.

In your email, please provide us with the details of two referees. We require their name, contact information (including email), and relationship to you. One of these should be from a current or previous employer. Referees will not be contacted until an offer of employment is made.

If you are unsure whether you meet the criteria, please call our office and we will be happy to help.

An enhanced DBS check will be requested prior to taking up position. Any concerns or questions regarding past criminal convictions can be discussed confidentially with the Clinical Director.

Applications will be processed on a regular basis and successful candidates invited to interview.

Unfortunately, Woman's Trust resources are limited and therefore only successful applicants will be notified. If you have not heard from us within 4 weeks of applying, your application has been unsuccessful.

I look forward to receiving your application.

Warm regards,

Heidi Riedel
CEO

Female Domestic Violence Young Women & Girls Groupworker

Hours	21- 24.5 /week
Salary	£16,200 – £18,900 (FTE 27,000)
Type of contract	Fixed-term contract
Length of Contract	24 months, subject to availability of funding and review.
Lined Managed by	Clinical Director
Location	Hybrid- between remote working / our office in NW1 / London outreach

Benefits:

- 25 days' holiday rising to 30 after five years (pro rata for part-time working)
- 3% pension contribution
- Comprehensive Employee Assistance Programme
- Cycle-to-work scheme

Job Purpose

To deliver psycho-educational workshops to young women and girls aged 16-25 years, including engagement with service users prior and at times following the workshops, and providing information and support to enable increased engagement in the project.

To offer a short-term counselling service for clients on Woman's Trust counselling waiting list following the Person-Centred approach as well as the provision of some initial assessments.

All WT services are client-led and based on a Person Centred/Humanistic model of working. Commitment to this way of working is essential for this post.

The Equality Act 2010 pursuant to Schedule 9, Part 1 applies

1. Responsibilities

- 1.1. Planning and facilitating psychoeducational workshops based on a client-led Person-Centred model for girls and women affected by domestic violence.

- 1.2. Provide girls and women with one-to-one sessions and exit interviews where appropriate.
- 1.3. Refer women on to other services as and when appropriate.
- 1.4. Monitor the effects of WT services through questionnaires, consultation and evaluation with girls and women using WT services.

Assist with networking and developing links with other agencies and groups who support work in this area to develop partnership working.

2. Administration

- 2.1 Respond quickly and appropriately to enquiries coming to you.
- 2.2 Ensure the smooth running of the workshop programme.
- 2.3 Keep monitoring and statistical information as agreed with the Management Committee/Line Manager, ensuring confidentiality as appropriate.
- 2.4 Provide reports as required for the Line Manager, the Management Committee, and the funders.
- 2.5 Participate in strategy days, planning exercises and assist in the development of WT services.

3. General

- 3.1 Conduct all work in a way that reflects the aims and principles of WT, particularly in relation to WT's policies on Equal Opportunities and Confidentiality
- 3.2 Participate in individual line-management supervision and external clinical supervision
- 3.3 Attend training relevant to the post and as agreed by the Management Committee
- 3.5 Attend meetings and represent WT where appropriate.
- 3.4 Undertake other duties as reasonably requested by the Line Manager/ Management Committee

Female Young Women & Girls Groupworker Person Specification

This person specification states the essential qualifications, experience, knowledge skills and attitudes that the selection panel will use to draw up a short list of applicants to be interviewed for the job. You may have developed these through work or voluntary activities, training, or education.

It is important that you can demonstrate how you meet each point in the person specification giving practical examples – it is not enough to simply repeat what it says in the person specification.

Note – this post for a female worker is in accordance with The Equality Act 2010 pursuant to Schedule 9, Part 1

Essential Criteria:

Qualifications

- 1.1 A minimum of a diploma in Person-Centred/Humanistic Counselling or equivalent is essential.
- 1.2 BACP/UKCP accreditation: working towards it or BACP Registered.

Experience

- 2.1 Experience in planning and delivering psychoeducational workshops to groups on trauma related topics.
- 2.2 Experience in providing counselling and support to vulnerable people
- 2.3 Experience of working with issues of domestic abuse
- 2.4 Experience in supporting young female clients.
- 2.5 A minimum of 450 client hours following the Person-Centred/Humanistic approach or as near as possible to this figure.
- 2.6 A minimum of 2 years post qualification counselling experience

Knowledge

- 3.1 Awareness of domestic abuse issues including its effect on women and children
- 3.2 Understanding of the issues of confidentiality and record keeping and the ability to put this into practice.
- 3.3 Understanding and awareness of anti-discriminatory issues and practice.

3.4 Understanding of the social and political context in which domestic abuse occurs.

3.5 Understanding and awareness of the issues affecting small teams working with women affected by domestic abuse.

3.6 Knowledge of working remotely using telephone or online platforms

Skills

4.1 Good communication skills - in person, on the telephone, in writing and in meetings

4.2 Ability to establish therapeutic relationships and working alliances with clients and short-term contracts

4.3 Ability to be flexible in approach and to deal with unexpected situations including dealing with crisis management intervention.

4.4 Ability to work on own initiative – set and meet targets and deadlines.

4.5 Ability to work as part of a small team and independently.

4.6 Ability to propose, initiate and develop ideas and plan future strategies.

4.7 Ability to liaise and negotiate sensitively and diplomatically at all levels.

4.8 Ability to manage own workload and administration

4.9 Ability to use Microsoft Office package and computers.

Attitudes

5.1 Commitment to working within WT's ethos.

5.2 Commitment to anti-discriminatory practice and a willingness to implement WT's Equal Opportunities policy at all levels.

5.3 Sensitivity to the needs of women whose lives have been affected by domestic abuse.

5.4 Commitment to an empowerment model of supporting women affected by domestic abuse.

5.5 Commitment to the provision of client-led person-centred services

5.6 Willingness to participate in Line-Management, Team Meetings, supervision sessions and trainings.

Desirable criteria:

6.1 Knowledge of the range of statutory and voluntary sector agencies and services which clients affected by domestic abuse may come into contact with

6.2 Experience of working with women from black and minority ethnic communities