

JOB DESCRIPTION

Job Title:	Behaviour Change Advisor
Responsible to:	PRG Service Manager
Responsible for:	N/A

Hours:	18.5 hours with occasional cover for weekday evening facilitation work
Holiday Entitlement:	28 days plus bank holidays (pro rata)
Salary:	£23,088 to £26,817 per annum (pro rata - £11,544 - £13,094 for 18.5 hours)
Pension:	Group personal pension plan, with employer contribution of up to 4%

General Description:	<p>FearFree delivers services across the Southwest for victims, children and perpetrators of domestic abuse and victims of sexual violence. We provide responsive, victim focused, and trauma informed support and this post will be fundamental to ensuring service users, stakeholders and partners experience this in our daily delivery.</p> <p>This role is part of the commissioned Gloucestershire Positive Relationships (PRG) Service. The role can involve the delivery of evening group work once a week in Gloucestershire (4 hours per week) and the provision of 1-2-1 support for people not suitable or not yet suitable for the accredited programme. 1-2-1 support will be culturally flexible, appropriate, accessible and equitable to people of all ages, genders, ethnicities, abilities and sexual orientations.</p> <p>This role will also include responsibilities of service promotion, awareness raising, triage, assessments and outreach 1-2-1 support across the county within the different districts.</p> <p>The post holder will play a key part in developing and delivering an effective model of 1-2-1 interventions to assist people to change their behaviour, in addition to the delivery of a Respect accredited, structured abuse prevention programme delivered with a co-worker.</p> <p>There may be additional opportunities for sessional programme delivery of other programmes.</p> <p>The role will also include working with other agencies to ensure that a coordinated community response approach is taken to support the persons recovery and personal goals and attendance at multi agency meetings as required.</p>
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	The successful candidate will have the opportunity to make a meaningful impact on the lives of those affected by domestic abuse.
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Client Based Duties

- Identify and assess the risks and needs of individuals who are abusive in a relationship or other domestic setting, using an evidence-based risk identification checklist e.g. Respect RIC.
- Advocate for individuals who need to address their abusive behaviour.
- Take part in casework meetings with other workers and share information with the Partner Safety Worker/affected Others Worker for men on the structured programme.
- Co-facilitate an accredited group programme one evening a week.
- Where possible, cover holiday/sickness absence of other group facilitators.
- To implement actions agreed in casework discussions.
- Understand the role of all relevant statutory and non-statutory services available to those who are abusive and how your role fits into them.
- Liaise closely with and refer on to other organisations that support victims for the partners of those receiving 1-2-1 support.
- Support the client to recognise their abusive behaviour and the effect that it has on others/their families and assist them in recognising the features and dynamics of domestic abuse present in their situation, and help them change unhealthy patterns of behaviour.
- Understand multi-agency partnership structures and work within a multi-agency setting which may include participation at the MARAC/MAPPA. You will contribute interventions and help design a plan to protect victims and affected others, whilst maintaining an independent role on behalf of your client, keeping the safety of those affected at the forefront of all actions.
- Ensure support provided is accessible to clients in terms of location and times.
- Be proactive with your line manager in carrying out regular case reviews based on a review of risk and abuse which:
 - Feeds back into action planning to further progress, signpost or close cases and;
 - Provides feedback to your clients/agencies.
- Maintain accurate and confidential case management records and safety plans and contribute to monitoring information for the service.
- Respect and value the diversity of the community in which the services works in, and recognise the needs and concerns of a diverse range of people ensuring the service is accessible.
- Remain up-to-date and compliant with all organisational procedures policies and professional codes of conduct and uphold standards of best practice.
- Utilise evaluation and monitoring systems to ensure high standards of service are consistently achieved e.g. Orchard Database.

Other

- In partnership with other 1-2-1 BC Advisors, support the development of the 1-2-1 service offering ensuring consistency across the organisation.
- Deliver a flexible model of 1-2-1 work, evaluate the effectiveness of interventions and design new interventions as appropriate.
- Co-deliver awareness raising open days for professionals.
- Contribute to reports for FearFree management as requested.
- Comply with data protection legislation, confidentiality and information sharing policy and procedures and all legislation connected to your work.
- Support colleagues and partner agencies, through awareness raising and institutional advocacy, in order to provide the best possible service for those who are abusive within a family setting.



General

- Work at all times in accordance with the requirements of FearFree Policies and Procedures.
- Attend and contribute to team meetings.
- Update written and computerised records with accurate and clear information.
- Attend and participate in FearFree away days.
- Contribute to effective team working with a flexible and pro-active approach, including cover for other team members' holidays and sickness.
- Undertake agreed training and keep updated on changes in legislation, policy and best practice.
- Engage in supervision, annual appraisal and induction training.
- Employees have responsibilities in respect of health and safety. In particular they will:
 - Co-operate at all times with management in the implementation of and adherence to health and safety policy and procedures;
 - Take reasonable care for their own safety and for the safety of others who may foreseeably be affected by their actions at work;
 - Not intentionally or recklessly interfere with or misuse anything provided for the purpose of health and safety at work;
 - Report all health and safety concerns to line managers;
 - Assist with the completion of the health and safety risk assessment programme.

Safeguarding / Disclosure and Barring Service

FearFree is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment and bring any concerns (whether in respect of service users or members of staff) to the attention of Safeguarding Leads immediately. This role will require an enhanced DBS check.

Confidentiality and Data Protection

All employees must ensure that essential information of a sensitive and/or personal nature is not disclosed to, or discussed with, inappropriate persons and that all information is maintained in accordance with the GDPR and other related legislation/requirements.

Equality and Diversity

FearFree is committed to encouraging equality, diversity and inclusion among our workforce and our service users, and eliminating unlawful discrimination. The aim is for our workforce to be truly representative of all sections of society and our service users, and for each employee to feel respected and able to give their best. The role has the responsibility to ensure all duties and responsibilities are carried out in a manner which promotes FearFree's Equality, Diversity and Inclusion policy.

PERSON SPECIFICATION

Requirements		Essential (E) / Desirable (D)
Education and qualifications	Good standard of general education	E
	Higher level education or similar/ relevant professional qualifications	D
Experience	Experience of conducting needs and risk assessments	D
	Experience of providing needs-led support to clients with a variety of support needs	E
	Experience of building and maintaining partnerships with other agencies	E
	Experience of delivering groups	D
	Experience of working with victims/ survivors	D
	Experience of working with perpetrators or offenders	D
Knowledge	Knowledge and understanding of DA	D
	Knowledge and understanding of the issues facing people who have experienced DA	D
	An understanding of the needs of people from diverse backgrounds affected by DA	D
	Knowledge and understanding of trauma	D
Skills and abilities	Ability to work in a self-directed manner where required	E
	Ability to work under pressure	E
	Ability to plan own workload, manage time effectively and deal with changing and competing demands	E
	Ability to think creatively and show initiative	E
	Ability to communicate empathically	E
	Ability to establish and maintain appropriate professional boundaries when working with people who may be experiencing personal crisis	E
	Ability to establish and maintain professional working relationships with both clients and other professionals	E
	Ability to communicate effectively with a range of professionals	E
	Ability to instill confidence in other professionals	E
	Excellent verbal and written communication skills, including report writing and presentation	E
	Ability to maintain effective administrative and monitoring systems	E



	Ability to support people with a non-directive approach	E
Attitude and presentation	Reliable and trustworthy	E
	Efficient and punctual	E
	Non-judgmental	E
	Willingness to critically assess own performance and reflect on own practice	E
	Understanding of and commitment to equal opportunities	E
	Willingness and ability to travel across Gloucestershire and occasionally the South West for FearFree events	E

Applicants will be assessed against the person specification via application form, interview and, in some cases, a presentation.

As explained in the guidance notes, the application form asks you to set out how you meet the qualities/skills outlined in the Person Specification AND IS THE MOST IMPORTANT PART OF YOUR APPLICATION.

This is your chance to explain why you are suitable for the job. You should try to show how you meet the criteria set out in this person specification. Applicants who are able to provide examples of how they meet the criteria are more likely to be offered an interview. Consider all the relevant experience you have gained and make sure that you tell us about it.