

<b>Job Title:</b>	<b>Adult Therapeutic Practitioner (Complex Needs)</b>
<b>Responsible to:</b>	IDVA Team Manager
<b>Responsible for:</b>	No management responsibilities
<b>Location:</b>	Hybrid: Trowbridge office and home, with travel across Wiltshire

<b>Hours:</b>	37 hours a week
<b>Holiday Entitlement:</b>	28 days plus bank holidays
<b>Salary:</b>	£25,877.80 - £27,742 per annum
<b>Tenure:</b>	12 month contract
<b>Pension:</b>	Group personal pension plan, with employer contribution of up to 4%

<b>General Description:</b>	<p>FearFree delivers services across the Southwest for victims, children and perpetrators of domestic abuse, sexual violence and stalking, with the aim to break the cycle of abuse and support all to live free from fear. We provide trauma responsive support, and this post will be fundamental to ensuring service users, stakeholders and partners experience this in our daily delivery.</p> <p>The varied and rewarding role involves delivering trauma-informed, one-to-one educational support to adult victims of domestic abuse. Working collaboratively with our IDVA (Independent Domestic Violence Advisors), you will help ensure that support is safe, inclusive and effective for people with a range of experiences and risks. You will play a vital part in championing people to recover from trauma, build safe relationships and move forward with dignity and hope. This role will also involve delivering our empowerment and recovery groups for those who have experienced domestic or sexual abuse.</p> <p>FearFree is committed to flexible and hybrid working and this role will be a mix of home based and office based, alongside requiring travel for multi-agency meetings and other deliverables.</p> <p>This is a 12 month fixed term role and may include evening and weekend work when required.</p>
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## Key Responsibilities

- To provide 1:1 support for medium risk clients who have previously been supported by our IDVA team.
- Deliver structured, evidence-based and trauma-responsive group programmes for victims/survivors and individuals who have used harm.
- Contribute to joint safety and support planning alongside IDVAs.
- Monitor and respond to safeguarding concerns in with organisational practices.
- Provide direct assessment, casework support, advice, information, and advocacy through telephone contact, and/or meetings at the relevant practice.
- Provide support to increase people's personal safety, and that of any children, and inform them of their rights and options in terms of housing, legal and welfare rights.
- To provide signposting and onward referrals to patients.
- To provide ongoing specialist advice and support around Domestic Abuse (DA).
- To provide training to multi-agency partners on understanding, recognising and responding to DA.
- Develop good working relationships and liaise with outside agencies where needed.
- Keep accurate records of all referrals received and of work done with or on behalf of service users.
- Work flexibly and manage your own schedule, including evening work on a rotational basis to meet the needs of those unable to access support during working hours.

## General

- Live and embody the FearFree values.
- To promote the service to external agencies where applicable.
- Give information and support to service users regarding their other needs and refer them to other support services as required.
- Ensure our service is widely accessible – adapting practice as required to suit individuals.
- Work across a large geographical area to ensure locality is not a barrier to accessing services.
- Deliver training and information sessions to promote our service, and increase awareness and understanding of domestic abuse, sexual violence and stalking for victims and those who harm.
- Have a responsibility around safeguarding of both adults and children, maintaining knowledge of appropriate policies and procedures and integrated working.
- Support other agencies in the identification and referral of domestic abuse, sexual violence and stalking issues via promotion of service and institutional advocacy.
- Ensure all referrals are clearly logged on our database and all case records are kept fully updated, according to FearFree policies and procedures.
- Engage with case management supervision, reflective practice and clinical supervision as required, taking an active role in managing own wellbeing and supporting the wellbeing of your colleagues.
- Support colleagues in all services across FearFree as required.

- Support the sustainability of the organisation by participating in fundraising activities and sharing ideas and contacts for income generation.
- To engage in and contribute to effective team working with a flexible and pro-active approach, including cover for other team members' holidays and sickness.
- Undertake all statutory and mandatory training, as required by the organisation.

### **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 people we support and eliminating unlawful discrimination. The aim is for our workforce to be truly representative of all sections of society, to be able to meet individual needs 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 the FearFree Equality, Diversity, and Inclusion policy.

### **Health & Safety**

All individual employees are required to promote a health and safety culture within the workplace, observe all health and safety rules and procedures and attend training courses as required and where appropriate conduct risk assessments e.g. VDU, maternity, lone working, H&S audits, etc.

### **Policies and Procedures**

Responsibility for formulating, updating and monitoring relevant FearFree policies and procedures, updating manuals as and when required, ensuring that support staff have appropriate access to them and record sightings of updates.

All employees need to be aware of all FearFree Support Service's policies and procedures and work within them at all times.

### **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.

**Please note:** This job description is not exhaustive and serves as a guide to the duties and responsibilities of the role. You may be required to undertake other reasonable duties as and when required, in line with the needs of the organisation and the evolving nature of the role.

## Person Specification

Requirements		Essential (E) / Desirable (D)
<b>Education and qualifications</b>	Good standard of general education.	E
	Higher level education or similar/ relevant professional qualifications.	E
	Relevant training.	D
<b>Experience</b>	Experience of conducting needs and risk assessments.	D
	Experience of providing needs-led support to clients with a variety of support needs.	D
	Experience of building and maintaining partnerships with other agencies.	D
	Experience of delivering training to professionals.	D
<b>Knowledge</b>	Knowledge and understanding of the gendered nature of DVA and SV.	D
	Knowledge and understanding of the issues facing people who have experienced DVA, Stalking and SV.	D
	An understanding of the needs of people from diverse backgrounds affected by DVA, Stalking and SV.	D
	Knowledge and understanding of trauma and trauma symptoms.	D
	Understand the principles of risk assessment, safety planning and risk management.	E
	Understanding safeguarding issues, and the legal responsibilities surround these issues.	E
	Understand and be committed to equal opportunities and diversity issues in policy and practice.	E
<b>Skills and abilities</b>	Ability to plan own workload, manage time effectively and deal with changing and competing demands.	E
	Ability to work in a self-directed manner where required.	E
	Ability to work under pressure.	E
	Ability to think creatively and show initiative.	E
	Ability to communicate with distressed people empathically.	E
	Ability to establish and maintain appropriate 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
	Excellent verbal and written communication skills, including report writing and presentation.	E
	Ability to maintain effective administrative and monitoring systems.	E
	Ability to work under pressure and also to be aware of own needs and take responsibility for self-care.	E

	Ability to work in both a one to one setting and in a group setting.	E
	Ability to support people with a non-directive approach.	E
<b>Attitude and presentation</b>	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
	Strong team player – an ability to work both on your own and with others.	E
	Anti-Racist and promotes safe and inclusive workplace for all.	E
	Driving license and ability/willingness to travel across Wiltshire and other venues which may not be accessible by public transport.	E