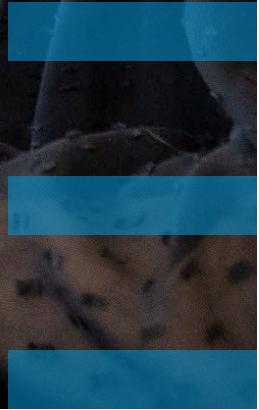


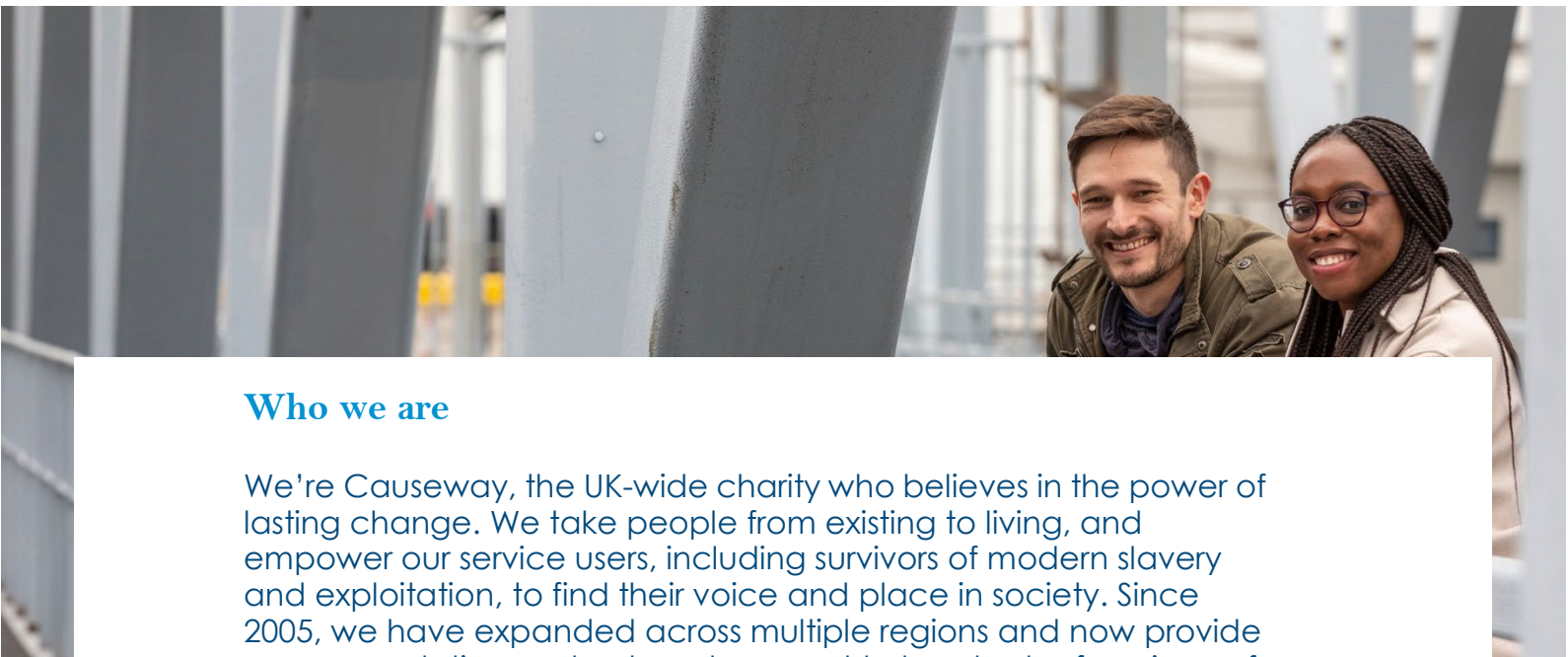


Advocate – Outreach

Candidate information pack

CAUSEWAY





Who we are

We're Causeway, the UK-wide charity who believes in the power of lasting change. We take people from existing to living, and empower our service users, including survivors of modern slavery and exploitation, to find their voice and place in society. Since 2005, we have expanded across multiple regions and now provide accommodation and outreach support to hundreds of survivors of modern slavery every year. In 2018, we collaborated with South Yorkshire Police to launch Plan B. This helped to launch the LifeNavigate department. Using a trauma-informed approach, we are fully committed to breaking the cycle of crime, alongside other organisations such as South Yorkshire Police and Merseyside Police. Our vision is to ensure a thriving future for marginalised and vulnerable people, and it would not be possible without our dedicated team of staff and volunteers.

Role Summary

How this role fits into the vision and objectives of Causeway

We currently have an exciting opportunity for an Advocate within our Outreach Support Team. In this role, you'll be responsible for supporting survivors of modern slavery currently within the National Referral Mechanism who are living within the community. The role is to assess and respond to client needs, signpost clients to local services to meet identified needs, and to empower clients to take steps towards independence. You will also work in an agile and responsive team environment providing a great standard of support for clients.

What you can expect from a career at Causeway

As an organisation we are committed to supporting your success and providing you with a wealth of skills, training and opportunities as well as staff benefits to enhance your employment. These will include:

- Regular accredited and in-house training on specialist subjects such as trauma, mental health, safeguarding, working with addictions and much more
- Commitment to annual salary reviews
- Progression opportunities
- Annual staff survey and focus groups – have your say!
- 30 days holiday per year (plus accrued holiday days for length of service)
- Medicash medical discount scheme
- 3% employer contribution pension scheme
- Support via Staff Networks including an LGBTQ+ staff network



What our staff say about working with us

We pride ourselves on our employee job satisfaction. 100% of people in our 2021 staff survey feel that Causeway positively impacts the lives of our clients and 97% of our staff would recommend working at Causeway to others like them.

Working for Causeway you are working in an environment where you can share your ideas and it's a great feeling when you feel like your employer hears and see's you, you feel valued and it encourages you to succeed. By having an employer who gives you the tools to reach your goals, makes you more driven and focused on your work. Also at Causeway I feel part of a team that provides an environment in which vulnerable adults feel safe and valued it is the most rewarding job you could have

Responsibilities:

- Providing casework support for Survivors Of Human Trafficking across the region
- Each full time Advocate will oversee 16-20 Service Users of varying levels of support need (or pro rata equivalent if a part-time role)
- To work effectively as a team, including giving responsive feedback and handover information to Line Manager, and colleagues where there is a shared caseload.
- To independently meet deadlines, including accurately recording and logging support hours, documenting relevant client information and completing other administrative paperwork in adherence to the terms of the contract.
- To risk assess and take appropriate steps to safeguard Service Users
- To follow ECAT requests and meet KPIs set by contractors
- Ensuring all service users receive the full protection/support of the EU convention, as laid out in article 12 of the ECAT.
- To arrange appointments for individual clients, and liaising with organisations and individuals regarding Service Users in a professional manner.
- Visiting Service Users face to face (where suitable) a minimum of once a month, taking into account what is reasonable to meet that Service Users's needs.
- Meeting Service Users in an appropriate environment, including using remote sessions where needed.
- To ensure the progression of Service Users through the system, including journey planning and move on strategies, within the required time frame.
- To regularly attend supervision meetings with Line Manager.
- Adhering to all internal procedures regarding Causeway and any relevant legislation.
- Promoting Causeway in adherence to the terms of the contract – this may include attending events on behalf of Causeway as a whole.

Any other duties that are commensurate with the role.

Qualifications, experience and skills

Essential Requirements

Education, Qualifications & Training

- Demonstrate knowledge in specific subject area through specialist training, degree or vocational studies.
- An appropriate enhanced DBS check.
- An understanding of Modern Slavery and Human Trafficking.

Experience

- To have recent experience of working with vulnerable people.
- To have recent experience with documenting and logging information, and record keeping.

Skills

- To have good
- clients and other colleagues.
- To be reliable, punctual and

communication skills, including giving feedback and being able to competently and explicitly hand over information.

- To be able to crisis manage and defuse conflict, and to take initiative when needed.
- To be flexible and responsive to clients' needs.
- To be able to maintain client confidentiality and to record keep.
- To manage a varied caseload and prioritise tasks.
- Able to write reports and letters on behalf of your client in a professional manner.
- A good level of administrative skills.
- To work within the Internal Policies and Procedures of Causeway.

Desirable Requirements:

Education, Qualifications & Training

- Additional qualifications such as; first aid, safe handling of medication. Health and Social Care Level 3, IDSVVA or relevant equivalent qualifications such as qualifications in addiction/life controlling behaviours. or
- Understanding of Trauma
- DASH risk assessments

Experience

- An understanding of working within the third sector.
- Lone working

Skills

- Experience in journeying individuals on the road to recovery.
- Ability to speak another language.
- A good level of Administrative skills

If you have any questions regarding this vacancy, or if you would like to request this information in a different format, please email people@wearecauseway.org.uk and we will be happy to help.