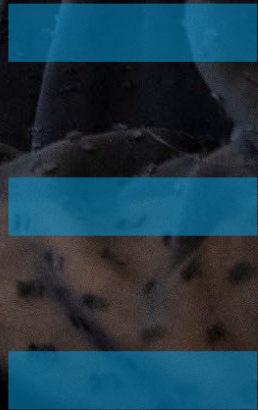


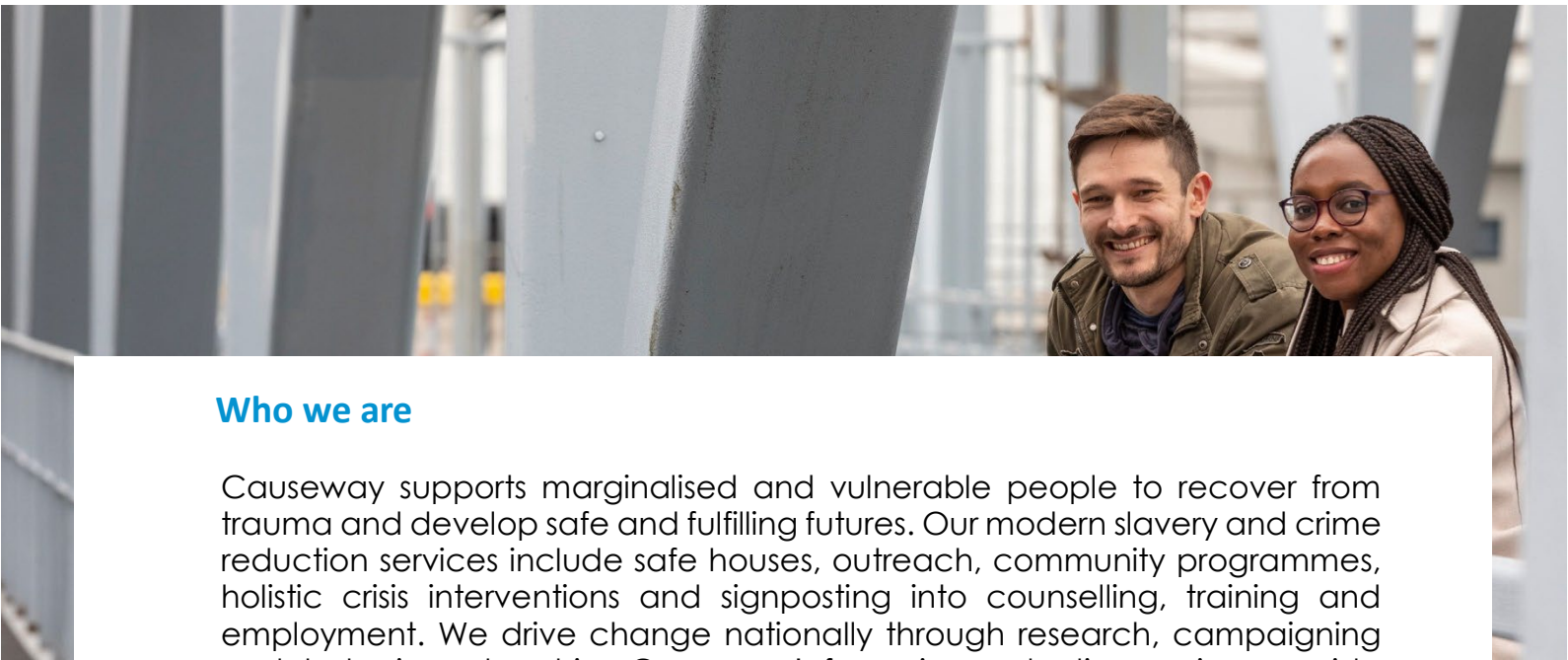


Refocus Coordinator

Candidate information pack

CAUSEWAY





Who we are

Causeway supports marginalised and vulnerable people to recover from trauma and develop safe and fulfilling futures. Our modern slavery and crime reduction services include safe houses, outreach, community programmes, holistic crisis interventions and signposting into counselling, training and employment. We drive change nationally through research, campaigning and strategic partnerships. Causeway's four crime reduction services provide crime and violence reduction programmes for those committed to breaking their cycle of criminality. Our trauma-informed approach to supporting those who commit crime has proved successful in reducing rates of reoffending, which not only benefits the individuals involved, but reduces the number of victims and creates a safer society for all.

Role Summary

How this role fits into the vision and objectives of Causeway


Refocus is an early intervention domestic abuse programme designed to tackle those at risk of committing domestic abuse towards a partner. The programme closely supports victims and intervenes early in more cases where a partner is identified as displaying abusive or potentially abusive behaviour.

We currently have an exciting opportunity for a Coordinator within one of our Crime Reduction Teams based in Merseyside. The aim of this project is to support and signpost individuals who meet relevant criteria and show a motivation to change after being identified as being at potential risk of committing low level Domestic Abuse. A key element of this project is that it is survivor focused and looks to address abusive behaviours at their source, at an early intervention phase, via support and education. This means working with both those who have carried out such acts and those who have been made subject to them.

The successful candidate will deliver a high-quality service, constantly focused on achieving positive outcomes for every service user through effective management, training and the development of this crime reduction team across Merseyside, ensuring all service users have a person centred, trauma informed plan, that outlines the goals and targets that the service uses, Navigators and Advocates agree to work toward. You will be working in an agile and responsive team environment and be part of the team providing support and pathways to those who have experienced domestic abuse and work with people displaying potentially abusive or coercive behaviours (perpetrators), offering education and support to promote long term change.

What you can expect from a career at Causeway

As an organization 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.

“Since joining the LifeNavigate team roughly 3 months ago, I have been made to feel part of the team and have been provided with the support to help me carry out my role to the best of my ability. I love that no two days are the same in this job and I am able to work with a diverse range of service users with varying support needs. Supporting individuals to make positive changes in their life is the most rewarding part for me and the emphasis on staff wellbeing is something I believe separates Causeway from other employers.”

- Bettie, Navigator

Job Description

Job Title	Salary	Reports to
Crime Reduction Coordinator - Refocus	£30,160 per annum	Service Manager
Location	Direct Reports	Closing Date
Merseyside, North West	5 Navigators	Midnight on Tuesday 4 th June 2024
Contracted Hours	Interview Date	Contract Duration
37.5 hours per week	W/C 10/06/2024	To be discussed at interview
Probationary Period		

3 months



Responsibilities

- Overseeing the coordination of service user support including referrals, assessments, person-centred support plans, dynamic risk assessments, issue reports, and exits.
- To oversee line management of a team of navigators and advocates working across the county of Merseyside.
- To oversee the ReFocus inbox and efficiently screen VPRF Police Referrals to ensure they are appropriate for the ReFocus project.
- To appropriately escalate inappropriate referrals back to Merseyside Police or other DA organisations, including MARAC.
- Reporting to Merseyside Police and providing project data as requested. Also reporting to the Manager with data as required.
- To manage any day to day operational contact with Merseyside police and liaise with Service Manager and Merseyside Police SPOC on all reports, including monthly reporting.
- To maintain and develop contacts with organisations and individuals regarding domestic abuse to ensure there are sufficient referral pathways set-up for each borough in Merseyside.
- To maintain and develop contact with organisations in a professional manner - including but not limited to Merseyside Police, Local Authorities, Community Partners, and Home Office.
- To attend Panels with other DA organisations to help screen various referrals to ensure they are appropriate for the ReFocus programme – including but not limited to St Helen's Families in Harmonies Panel.
- To liaise with DMAT on the See the Signs Programme to ensure service users are attending and engaging with the programme in a 12-16 week timeframe.
- To encourage the team to network and develop professional relationships with relevant organisations in the Merseyside area.
- To ensure all KPIS's and finance reporting is up to date and that service user related issues are recorded and updated regularly and in a timely fashion.
- The coordination of staff including; induction, training, team meetings, volunteers, supervisions, rotas, holidays and absence cover.
- To work with the safeguarding department and Service Manager to ensure that all staff are completing, updating and maintaining risk assessments for all service users and to advise and direct on complex safeguarding cases.
- To oversee the health and safety requirements of this role in conjunction with the health and safety manager
- Mentor staff through any complex situations, bringing the heart of Causeway's trauma informed approach and consulting with members of the management team when required.
- The continual development of self as a leader and commitment to develop the team to deliver high quality service and care.
- The continual development of self as a leader and commitment to develop the team to deliver high quality service and care.
- To be scheduled onto the out of ours 'on call' rota covering all Crime Reduction services.

Our Crime Reduction department supports many different referral paths and demographics of perpetrators and victims of crime; services include, anti-social behaviour, violence reduction support and working with perpetrators of domestic violence. The successful candidate must have an adaptive approach to their work, and may be asked to support or be redeployed to another department within Crime Reduction Services in order to effectively deliver support across the whole team.

Qualifications, experience and skills

Essential Requirements

Education, Qualifications & Training

- Degree level qualification or equivalent vocational experience
- An appropriate Enhanced DBS check.
- This post is exempt from the Rehabilitation of Offenders Act 1974
- An understanding of the criminal justice system

Experience

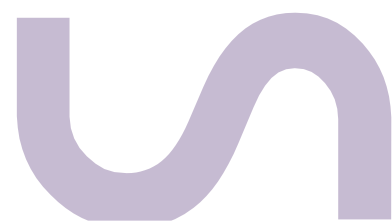
- Recent experience and demonstrable understanding of working with vulnerable people
- To have recent experience with documenting and logging information and record keeping
- To have recent experience of working with people at risk of being involved in the criminal justice system
- Recent experience of working with individuals with behaviors' that may present as challenging
- Recent experience working with people at risk of domestic violence or people perpetrating domestic violence
- Recent leadership and line management experience

Skills

- To have good communication skills, including giving feedback and being able to competently and explicitly hand over information
- To be able to crisis manage, defuse conflict, and take initiative when needed,
- To be flexible and responsive to service users' needs
- To be able to maintain service user confidentiality and to record keep.
- To manage a varied caseload and prioritize tasks
- Able to write reports and letters on behalf of your service users in a professional manner

Personal Attributes

- To be flexible in and have a willingness to adapt to change in a newly commissioned service and the demands of a forward moving charity
- To speak well of Causeway, service users and colleagues
- To be reliable, punctual, and maintain confidentiality
- Excellent leadership qualities
- To be able to regularly and effectively feedback to your Line Manager
- To be emotionally robust
- Excellent organizational skills
- To be Personable and honest
- Proactive



Qualifications, experience and skills

Desirable Requirements

Education, Qualifications & Training

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

Experience

- Experience working in a safeguarding lead environment.
- 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.

