



Job Title: Senior Multiple Needs Independent Domestic Violence Advocate

Service/Division: VAWG Services

Reporting to: Brent & Ealing Services Manager and Ealing Women's Wellness Zone Project Manager Direct reports: None

Location: Ealing Women's Wellness Zone and Hammersmith – Advance Head Office

This post is open to female applicants only as this is deemed a genuine occupational requirement under Schedule 9, Paragraph 1 of the Equality Act 2010.

Advance is committed to equality and diversity and strongly encourages applications from women with diverse backgrounds, including those with disabilities, BAME and LBT communities. This role is also subject to Police Vetting.

Job Summary

The Senior Multiple Needs Independent Domestic Violence Advisor (IDVA) will work within a dynamic, crisis intervention, advocacy and support service based at the CGL Ealing Women's Wellness Zone. The IDVA will provide support in the local community and at the Ealing Women's Wellness Zone. The successful candidate will be co-located up to 5 days a week at the Women's Wellness Zone.

The IDVA will be closely working alongside CGL colleagues/team to deliver support to women with a range of complex support needs including substance misuse, mental health, domestic abuse, sex working, trafficking, and offending behaviour. The IDVA will work in collaboration with their team members to holistically support women in the borough of Ealing to achieve sustained recovery, improved health and wellbeing, helping women to manage/mitigate risks, and empowering them to reach their fullest potential in society as well as ensuring the voice of survivors informs every stage of the process.

The Senior Multiple Needs IDVA will assess the needs and risks of survivors, carry out short and longer-term risk management, safety planning and support. As well as identify and refer to services appropriate to their needs. They will also proactively advocate and advice women of their rights and options for seeking help and support from other agencies, encouraging them to engage with other agencies, and help co-ordinate the provision of multi-agency support where necessary.

Advance and CGL Ealing Women's Wellness Zone aim to provide a safe and comfortable space for women to access both structured treatment and unstructured support. The purpose of the service is to have experts in different areas of the complexities faced by these women and ensure they receive wrap around support.

The IDVA will receive line management from the CGL Ealing Women's Wellness Zone Project Manager via matrix management. This will be supported by the successful candidate's line manager at Advance. 3-way meetings will take place to ensure effective support is provided to the Senior Multiple Needs IDVA via supervision, appraisals, training, and performance management

This is an exciting opportunity for you to work as part of an innovative service, designed to offer multi disciplinary wrap-around support to women with multiple needs, with the aim of facilitating long-term recovery.



We enthusiastically welcome applications from Substance Misuse Workers/Practitioners, Recovery Workers, Recovery Practitioners, Recovery Coordinators, Drug Workers, Alcohol Workers and Needle Exchange Workers who meet the specified requirements.

Key Responsibilities and Duties

Provide high-quality telephone or face to face crisis intervention, information, advocacy and proactive support to women referred to the service, in respect to risk management and safety planning, criminal and civil remedies, housing, health, welfare rights, and children's legislation.

Hold a caseload and work within the team to conduct comprehensive assessments of needs and risk for women experiencing domestic abuse, carry out short and longer-term risk management, safety planning and support and identify and refer to services appropriate to their needs, including MARAC and ensuring that our services are accessible to those with protected characteristics and/or facing multiple disadvantages.

Advise women of their rights and options for seeking help and support from other agencies, encouraging them to engage with other agencies, making referrals and co-ordinating the provision of multi-agency support where necessary, and proactively advocate to ensure barriers to accessing support and protection are reduced.

Work proactively and in cooperation with the Ealing Women's Wellness Zone team and external colleagues to keep the client's perspective and safety at the centre of proceedings, maintain referral routes and increase access and earlier intervention resulting in better results for the family.

Work proactively to raise awareness and upskill professionals and work with colleagues to successfully develop and deliver training.

Work effectively as a member of the CGL Ealing WWZ team, Advance Team and in close collaboration with Advance partner agencies and Criminal Justice Services keyworkers

Keep the Ealing Women's Wellness Zone Project Manager and Advance Service Manager informed of any issues and successes.

Participate in multi-agency working groups, focus groups, and conduct reviews of the project when requested to do so, and follow through on agreed appropriate actions that arise from the Steering Group meetings.

Ensure that agreed case recording and monitoring systems are kept up to date and secure, and write internal and external reports where required, including for safeguarding conferences, team meetings, managers and others.

Work with the Managers and Monitoring and Evaluation Officer to ensure all monitoring and evaluation for the project is accurate and fully maintained, and keep managers informed of any issues and successes.

General duties:

At all times protect the safety and security of Advance service users, staff, volunteers and buildings, and the confidentiality of records and other information in line with data protection requirements.

Be responsible for personal learning and development, keeping up to date on research, relevant legislation, policy and practice, and other literature relevant to the project.

Senior Multiple Needs IDVA – Job Pack 2024



Participate in supervision, training and meetings as required and work as a member of the team to ensure effective delivery of service and individual work plans.

Ensure the effective implementation of Advance’s Safeguarding policy, Health & Safety policy, Equality & Diversity policy and other policies and procedures, and uphold the core values of Advance.

Uphold the rights of women, children and young people, advocating vigorously for them whilst offering protective strategies, and appropriate safe services.

Work across teams and undertake such other duties, appropriate to the grade and character of the work, as may reasonably be expected.

General Information

Performance and Quality: Ensure all work undertaken is aligned to the service/division’s annual plan and that all policies, processes and guidance notes are up to date and in line with best practice/current legislation.

Policies and procedure: Ensure the effective implementation of Advance’s Safeguarding, Health & Safety, Equality and Diversity and other policies and procedures and uphold the core values of Advance.

Equality and diversity: Advance aims to create and sustain an inclusive work environment which provides equality of opportunity for everyone and reflects the diversity of the communities we serve. The postholder is required to uphold the Equality and Diversity policy and comply with the code of conduct which sets out our standards of behaviour towards those who use our services or work within them.

Confidentiality: The post holder must ensure that any information relating to employees, service users, and volunteers (future, current and past) is treated in strictest confidence and must be discussed only within the confines of the work setting with the appropriate members of the team or manager.

This job description sets out the duties of the post at the time when it was drawn up and will be reviewed from time to time. Duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post

PERSON SPECIFICATION:

E= Essential and D = Desirable

KNOWLEDGE AND QUALIFICATIONS

A relevant qualification, for example in domestic violence, criminal justice, law, social work or related area.	E
Excellent understanding of drug and alcohol issues and experience of working within a related field.	E/D

Senior Multiple Needs IDVA – Job Pack 2024



A thorough understanding of the dynamics of domestic violence (physical, emotional and sexual violence, so-called 'honour-based violence', forced marriage, stalking and harassment) and its impact on women, children, families and communities.	E
An excellent understanding of legislation that correlates with domestic abuse with particular regard to legal and civil options, housing, benefits, matrimonial and children.	E
Thorough knowledge of safeguarding practice, procedures and legislation.	E
EXPERIENCE	
At least two year's experience of supporting women who have experienced domestic violence, forced marriage or 'honour-based violence'.	E/D
Experience of risk and needs assessment, safety and support planning, particularly with clients with complex/multiple needs.	E
Experience of partnership working and of maintaining excellent working relationships with a range of stakeholders; particularly social care.	E
At least two year experience of working in a co-located setting with another agency and providing consultations/briefings to professionals to support in upskilling them around Domestic Abuse.	E/D
TECHNICAL WORKBASED SKILLS	
Excellent listening skills and the ability to communicate well with a wide range of people of all ages and backgrounds.	E
Excellent advocacy skills and the ability to advocate successfully using evidence and professional experience.	E
Ability to network, influence, problem solve and apply solution focused approaches to increase access and safety and facilitate positive outcomes for women and children.	E
Ability to work well and cooperatively within a team and with statutory organisations, and responsibly on your own initiative.	E
Flexible, proactive approach and a good ability to prioritise work.	E
Good crisis management skills and the ability to work effectively under pressure and to deadlines.	E

Good data collection, monitoring and IT skills, including word processing and using databases and spreadsheets	E
Good report writing skills, including preparing reports for courts, case conference and information for Multi agency Risk Assessment Conferences (MARACS).	E
GENERAL SKILLS AND ATTRIBUTES	
Clear professional boundaries with clients and partners, and a willingness to accept line management and make effective use of supervision	E

Senior Multiple Needs IDVA – Job Pack 2024



A good understanding of the importance of confidentiality and anti-discriminatory practice; safe practice and health and safety procedures	E
Demonstrable multicultural skills and variable approaches to equity, diversity and inclusion	E
A good understanding of cultural issues and equal opportunities. A firm commitment to women, children's and young people's rights and to work within Advance's framework, its core value ,and to carry out its policies and procedures	E

Advance is committed to safeguarding and creating a culture of zero-tolerance of harm and expects all staff, including volunteers to share this commitment. We believe all individuals have the right to live their life free from violence and abuse and the right to feel and be safe. We have a suite of safeguarding policies, procedures and practice guidance, accessible to all staff, which promotes safeguarding and safer working practices across all our services and activities. When we recruit staff, we follow rigorous safer recruitment practices, this involves carrying out pre-employment checks including references, Disclosure and Barring Service (DBS) checks, and identity checks. We ensure all staff undertake mandatory safeguarding training relevant to their role and responsibilities, to empower them to be competent and feel confident in recognising and responding appropriately to safeguarding issues and promote wellbeing.

Senior Multiple Needs IDVA – Job Pack 2024