**CROSSROADS DERBYSHIRE**

**GROUP FACILITATOR- CHANGES**

**JOB DESCRIPTION**

**Team: CHANGES**

**Accountable to: Operations Manager**

**Salary: NJC Scale point 18: £27,344 (rising within NJC Scale 6 with successful appraisal)**

**Overall Purpose:** The Changes Project is a Respect Accredited structured programme-based intervention for both male and female perpetrators of domestic abuse, assessed as medium or standard risk, who have acknowledged their behaviour and demonstrated a desire to change. The programme’s aim is to promote the safety of survivors and their children by ensuring their access to support and holding perpetrators to account, support individuals to reduce incidents of abuse and help develop skills and strategies to engage in healthy, non-abusive relationships.

**Service Specific Duties and Responsibilities:**

* As a Group Facilitator you will deliver a Respect Accredited structured programme-based intervention to both male and female perpetrators of domestic abuse, assessed at standard or medium risk, who have acknowledged their behaviour and demonstrated a desire to change.
* Working alongside Partner Support Worker you will ensure the safety of survivors and their children is at the heart of the intervention. You will deliver a programme that aims to hold perpetrators of domestic abuse to account, support individuals to reduce incidents of abuse and help develop skills and strategies to engage in healthy, non-abusive relationships. We are looking for individuals who are able to work empathetically and within strict professional boundaries and are committed to building strong relationships with a wide range of professional agencies.
* Training from RESPECT will be provided as part of this role.
* To undertake group and one to one work with clients (perpetrators) who attend Changes Project.
* Prioritise the safety of those at risk from Domestic abuse.
* Participate in a range of team and multi-agency meetings and forums that address the safety of those at risk from domestic abuse.
* Conduct abuse prevention work in a way that shows an understanding of domestic abuse and the impact this can have on the lives of adults and children who are living / have lived with it.
* Co-deliver a structured programme (Changes Programme) for clients who have been abusive to a current or former partner. This will include both delivery group and one-to-one sessions.
* Review and assess referrals into the Changes programme. This will include appointment-based assessments with potential clients to assess their eligibility and suitability, informed by risk, acknowledgement of behaviour and desire to change.
* Work closely with Partner Support Worker and other team members as appropriate, to ensure the safety of survivors and children is central to the intervention and that any changes in risk are fully clearly communicated and managed.
* To work with other agencies as appropriate. This will include attendance at and preparation of reports for multi-agency meetings for example: safeguarding case conference; core group; MARAC meetings as required.
* To engage with case management and supervision (both one to one and group) to assess progress and implement agreed actions to promote positive change and the safety of all involved.
* To assist in the promotion of the service including delivery of or attendance at presentations, workshops, meetings conferences as required.
* To attend practice and clinical supervision.
* Maintain accurate and up-to-date records using case management system. Maintain records in accordance with service contract and to meet both contractual and internal key performance indicators.
* Assist with monitoring, producing statistical and other reports on work done with the Project to meet the requirements of the service and our commissioners.
* To attend and contribute to team meetings and case reviews as required.
* To attend line management sessions as requested and to provide information on client work, service delivery and organisational issues to the Operations Manager. To implement any actions agreed.
* Attend relevant training to ensure you are continuing your professional development to deliver a high-quality service.
* To undertake other duties as reasonably requested.

**Generic Duties and Responsibilities:**

* To advocate for the needs of service users, whilst empowering them to develop their own solutions.
* To ensure that all practical, financial, and emotional support is provided to service users as identified in the individual support and safety plan and in accordance with Crossroads Derbyshire’s Adult Protection and/or Safeguarding Children policies and procedures.
* To communicate with the staff team to ensure that appropriate support is provided to address the identified needs and that any specific needs are addressed, whilst adhering to Crossroads Derbyshire’s Safeguarding Children and Confidentiality policies and procedures.
* To promote service user involvement in the development of service provision.
* To liaise with the police and other agencies, in response to abusive behaviour or threats from service users’ partners or others who may put at risk the safety and security of the organisation, service users or staff.
* To work within the multi-agency arena, developing positive partnership working practices across the operational areas and the local community to raise awareness of domestic abuse issues and the support options available, and to offer training and education as appropriate.
* To liaise with, signpost or refer to relevant statutory and voluntary agencies as necessary, to provide the best possible support for each service user.
* To ensure that information-sharing is carried out in accordance with Crossroads Derbyshire’s policies and recorded appropriately.
* To maintain an up-to-date knowledge of changes in domestic abuse law, policy and procedures (including local and national procedures in relation to children affected by domestic abuse), undertaking training as necessary.
* To take part in supervision, appraisal and development opportunities as required.
* To contribute to the training and day-to-day supervision of volunteers, students and new workers as required.
* To work as part of a team within Crossroads Derbyshire and to contribute to the development of the service.
* To maintain full and accurate case records and monitoring systems as required.
* To comply with Crossroads Derbyshire’s financial regulations and other organisational policies and procedures.

**Other duties:**

* The post holder will always be expected to show a commitment to anti-discriminatory practice and keep up to date with relevant Equality and Diversity policies.
* To be aware of and up to date with health and safety risk assessments and policies, maintain health and safety standards for the organisation and carry out service-specific risk assessments where appropriate.
* To maintain a professional approach to work as defined in the organisation’s Code of Conduct/Protection from Abuse policies.
* To ensure the safety and confidentiality of service users and work within the provisions of Crossroads’ Confidentiality policy.
* To carry out duties which may vary from time to time as may be reasonably required within the general level of the post.

**Confidentiality**

The post holder will be always expected to respect the confidentiality of individual service users, whilst adhering to Child and Adult Protection policies and procedures including the MARAC information sharing protocol. They will also be expected to keep the whereabout of refuge service confidential.

**Equality and Diversity**

The post holder will be expected to always show a commitment to anti-racist and anti-sexist work and the anti-discriminatory practice in relation to class, sexuality, disability, HIV/Aids status, age and faith. Crossroads Derbyshire has a comprehensive Equality and Diversity Policy which is reviewed regularly. It is the responsibility of each worker to keep up to date with this policy.

**Professional Conduct**

The post holder will be expected to always maintain a professional approach to work as defined in the Code of Conduct/Protection from Abuse policies.

**PERSON SPECIFICATION: Changes Group Facilitator**

**ACCOUNTABLE TO: Operations Manager**

**Experience**

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| * A minimum of 2 years’ experience of working within the field of domestic abuse, criminal justice system or equivalent relevant experience in either a voluntary or paid capacity.
* Experience of risk assessment and safety and support planning.
* Experience of achieving results in a multi-agency/partnership environment.
* Experience of working with safeguarding procedures for both children and vulnerable adults.
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**Skills/qualifications**

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| * Ability to lead, develop and communicate with team members, whilst modelling tact, diplomacy, and self-motivation.
* Ability to solve problems, manage challenge appropriately and maintain strict professional boundaries.
* Ability to organise and prioritise.
* Ability to communicate with a variety of audiences effectively and positively in various environments, using both written and oral communication skills.
* Ability to form positive working relationships with our multi-agency partners and be confident in healthy professional challenge when advocating for service users.
* Commitment to the development of the service and motivating colleagues in times of change.
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**Knowledge**

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| * A knowledge and understanding of the issues and legislation surrounding domestic abuse and their impact on service users, both adults and children.
* Broad knowledge and understanding of safeguarding children and vulnerable adults and commitment to keeping up to date with legislation, policies, and procedures.
* A knowledge and understanding of the criminal justice and family court systems.
* A knowledge and awareness of and commitment to equal opportunities.
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**Other**

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| * Willingness to work flexibly when appropriate.
* Clean driving licence and access to a vehicle for work purposes.
* Commitment to personal professional development and undertaking training pertinent to the role.
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**Other information**

This post deals with confidential information regarding children and families, and adults at high risk of serious harm. It therefore requires a high level of integrity, good practice in relation to confidentiality, and trustworthiness.

An enhanced DBS check and references will be required prior to employment.