



Job Description

Job Title:	Bridging to Change Integrated Partner Support Service Worker
Hours:	Minimum 20 hours Maximum 30 hours per week. Worked flexibly to meet the needs of the service.
Salary:	£13.19 per hour (full time equivalent of £25,378 based on 37 hours per week)
Contract type:	Fixed term contract until 31 st June 2022 with the possibility of an extension
Location:	TLC: Talk Listen Change Greater Manchester (Trafford, Salford Wigan)
Accountable to:	Head of Domestic Abuse Services
Job Purpose:	To undertake safety focused support work with the partners and ex-partners of clients who attend the domestic violence prevention programme. Referrals are taken from: Cafcass and Children's Departments, as part of public or private law risk assessments and clients who self-refer, often via TLC or Respect. To take a role in the ongoing development of this service and its integration with a Domestic Abuse Prevention Programme.

This post is subject to an Enhanced DBS Check and professional references, post is open to women only (Exempt under the Equality Act 2010 Schedule 9, Part 1)

Key Responsibilities:

Client Work

1. To ensure that clients whose partners have been referred to Bridging to Change Service are contacted and offered support and information about their rights and other sources of support and advice
2. To provide telephone support, advice and referrals to other agencies, to the (ex-) partners of the clients on the violence prevention programme
3. To conduct face-to-face support, advice and safety planning sessions
4. To provide advocacy on behalf of clients with external agencies where appropriate
5. To liaise with other agencies as appropriate, attending core group and case conferences as required
6. To prepare reports for other agencies in line with the programme's confidentiality policy
7. To take part in casework and risk review meetings with other team workers about client's participation and issues from work with partners, to ensure that partners and children's safety remains at the forefront of the work.
8. To implement actions agreed in risk review discussions
9. To attend clinical/practice supervision



Administration

1. To maintain records of all work undertaken and prepare reports as required
2. To maintain up to date information on legal, housing and welfare issues relevant to domestic violence
3. To provide assistance in producing statistical and other reports on work done with clients to meet the requirements of funders and the Board of Trustees
4. To actively participate in local Domestic Violence Fora and other related groups/fora as required

Service Development

1. To work with other agencies in the service's main target area to ensure that the activities of Bridging to Change dovetail well with the range of responses to domestic abuse available in the area
2. To develop new approaches to service delivery to ensure that service remains current and valued
3. To ensure that evaluation procedures are undertaken and results disseminated

Other

1. To attend and contribute to team meetings, team facilitation and forward planning events that are organisation-wide
2. To conduct all work in a way that reflects the aims and principles of TLC, Talk Listen Change, in particular TLC: Talk, Listen, Change policies on Equal Opportunities and Confidentiality
3. To attend line management sessions as requested and to provide information on client work, service delivery and organisational issues to the line manager
4. To implement decisions agreed in line management meetings
5. To participate in development policy, strategies and working practices by attending meetings and giving feedback as appropriate to others doing this work
6. To assist with general cover of the Bridging to Change office, to keep up to date with domestic abuse issues and participate in relevant training as required
7. To undertake other duties as reasonably requested



Person Specification

This person specification states the essential experience, knowledge, skills and attitudes which the selection panel will use to draw up a short list of applicants to be interviewed. When filling out your application form, please think carefully about how you can demonstrate that you meet each point in the person specification and give examples wherever you can. It is insufficient simply to repeat what it says in the person specification.

1. Experience

Essential:

1. Experience of working with clients on issues of domestic abuse
2. Experience of providing one to one support and advice to clients
3. Experience of managing own workload and administration
4. Experience of assessing the safety needs of clients experiencing domestic abuse
5. Experience of dealing with safeguarding disclosures/referrals

Desirable:

1. Experience of liaising with social workers and other professionals from a range of statutory and voluntary organisations
2. Experience in a related area, e.g. substance misuse, child protection, family support

2. Knowledge

Essential:

1. An understanding of the nature of domestic abuse and its effects on clients and children
2. An understanding of why some people use abusive behaviours towards intimate partners
3. Knowledge of the range of statutory and voluntary agencies with which clients and their children may come into contact when experiencing domestic abuse
4. An understanding of the impact of domestic abuse on children and parenting
5. An understanding of the possible additional needs of clients from BME communities.

Desirable:

1. An understanding of the legal options available to clients experiencing domestic abuse
2. An understanding of the child protection system
3. Up to date knowledge of the services available to clients who are experiencing domestic violence
4. Some understanding of work with perpetrators of domestic abuse

3. Skills

Essential:

1. The ability to communicate clearly with a range of people, both over the telephone and in person,
2. The ability to organise your own workload and use your own initiative



3. The ability to work as part of a co-gendered team
4. The ability to manage your own administration and to be able to use a computer and to maintain effective administrative systems
5. Skills in assessing the risk to, and vulnerability of, those experiencing domestic violence

Desirable:

1. Skills in group work, or the ability to develop these skills

4. Attitude

Essential:

1. Demonstrate an understanding of Anti-Discriminatory Practice in employment and service delivery and a commitment to implementing Anti-Discriminatory Practice in relation to job responsibilities
2. Demonstrate an understanding of and a commitment to work in accordance with Confidentiality and Equal Opportunities Policies
3. Demonstrate an understanding of and commitment to work in accordance with the objectives and principles of TLC: Talk, Listen, Change
4. Demonstrate a willingness to work within an organisation that engages innovatively with both perpetrators and their partners who have experienced domestic violence
5. Demonstrate a willingness and ability to work flexibly, including some evening work
6. Demonstrate an ability to balance the needs of clients experiencing abuse and the safety and welfare of their children