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**Next Link PERSON SPECIFICATION**

**Female Independent Domestic Violence Advocate (IDVA)**

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|  | Essential | Desirable |
| Skills | * Numeracy and literacy to GCSE level/NVQ 2 or equivalent * The ability to respond effectively in a crisis situation * Undertake effective casework management and support with evidence of a methodical and well organised approach to work * Ability to work in partnership with a wide range of statutory and voluntary agencies, to achieve outcomes for service users * The ability to provide respectful, non-judgemental, and confidential support to women and their children. * The ability to encourage women to take control of their lives and set realistic objectives and goals. * Maintaining professional boundaries, show resilience and reliability under pressure * Ability to work as part of a team demonstrating a flexible approach including a commitment to being part of a rota and on-call system * Ability to maintain accurate and up-to-date records and to communicate with colleagues and stakeholders using common Microsoft Office packages, e.g. Word, Excel, Outlook and other IT software | * Ability to apply psychologically informed practice * Ability to work with a recovery focused approach |
| Experience | * Minimum of 2 years’ experience of supporting high risk victims in the domestic abuse sector * Demonstrable experience of carrying out needs and risk assessments for women experiencing domestic violence * Experience of co-producing short term risk management, safety planning and support with women and children experiencing Domestic Abuse * The ability to deal with and diffuse crisis and emergency situations in a professional and effective manner. * Demonstrable experience of being proactive rather than reactive: focuses on preventing problems in the future rather than just resolving immediate issues * Experience of lone working in the community and able to work on own initiative. | * Experience of delivering women only services * Experience of working with victims of sexual violence * Experience of working within the civil and criminal justice system |
| Knowledge | * Demonstrable understanding of the diverse needs of families experiencing domestic violence and the discrimination issues as they relate to women escaping domestic violence. * Knowledge of criminal and civil legal remedies and housing law relating to domestic abuse * Knowledge of Domestic Abuse risk assessment tools including DASH and the MARAC process * Knowledge of health and safety issues specific to women fleeing domestic abuse and lone working * A thorough understanding of safeguarding relating to vulnerable adults and children, including how and when to report concerns * Up to date knowledge of the welfare benefits system and the ability to ensure service users maximise their benefit entitlement | * Knowledge of mental health legislation |
| Values | * A commitment to the Victim’s Code of Practice * An understanding and commitment to meeting the needs of vulnerable women * Commitment to diversity and equal opportunities at work * Commitment to service user participation and involvement |  |
| Other | * Be available and committed to be part of the out of hours on call rota and work flexibly including some evening and Saturday mornings on a rota basis * A current, full driving licence and access to appropriate motorised transport |  |

**This job description is for guidance only and outlines the general ways in which it is expected you will meet the overall requirements of this post. The list of tasks is not exhaustive and duties may be varied from time to time, with the job description being subject to review and periodic amendments.**

**Next Link is committed to safeguarding and promoting the welfare of children, young people and adults at risk of abuse, and expects all staff and volunteers to share this commitment.**

**Next Link is committed to Equal Opportunities.**

**\*Due to the specific requirements of this role, this post is exempt under the Equality Act (2010), Part 1, Schedule 9 (Genuine Occupational Requirement)**