



Working within the Community Services team the post holder will work in close partnership with the Youth Service to provide specialist, trauma-informed advocacy and support to children and young people (aged 13-17) who have been through the MARAC process and who have not received ongoing support following assessment by Children’s Social Care. Young people identified through this pathway will be referred by the Prevention Partnership Panel (PPP), where they will be assessed as requiring coordinated support from both the Youth Service and the Young Person’s IDVA. The Young Person’s IDVA will work directly with the young person as the primary client, ensuring their voice is central to safety planning, decision-making and multi-agency responses.

**Prime objectives of post**

- 1. To work collaboratively with Youth Service settings to provide domestic abuse support services for individuals, aged between 13-17 years, who have experienced or are currently experiencing serious harm from interpersonal/familial violence and abuse
- 2. To provide a high quality and trauma informed front-line service to young people experiencing harm from interpersonal/familial violence and abuse through a pathway of care focussing on safety and protection across all levels of risk
- 3. To deliver a comprehensive and effective support package focussing on advocacy and support to build resilience and improve confidence for young people who have experienced domestic abuse and/or sexual violence
- 4. To provide early intervention programmes in a variety of settings to ensure individuals and groups have access to education and support around domestic abuse and sexual violence at the earliest opportunity to encourage informed choices to determine their own future

**General Duties**

- 1. To be familiar with the aims and objectives of the organisation and the wider consortium partnership arrangements
- 2. To remain up to date on all legal and practice issues relating to the role
- 3. To adhere to the Code of Conduct at all times
- 4. To maintain statistical data and information in order to contribute to the monitoring and evaluation of services.
- 5. To ensure that the service complies with the legal framework that protects the safety of vulnerable adults and children, adhering to the Local Safeguarding Adult & Children’s Board policies and procedures and the practical implications of this are understood.

**Range of Duties**

- 1. Hold a caseload, undertaking face to face risk and need assessments with young people and develop culturally appropriate individual support plans in conjunction with young people and youth services, monitoring and reviewing against desired outcomes
- 2. Provide a safe and inclusive environment that meets the differing needs of young people, where physical, emotional, social and intellectual wellbeing is promoted
- 3. Hold a caseload and deliver services to young people, including risk assessment, safety planning and education around domestic abuse and sexual violence
- 4. Deliver age appropriate, trauma informed interventions that promote safety, resilience and healthy relationships.

5. Liaise with specialist agencies, linking issues of sexual exploitation, gang involvement, cyber stalking, 'So-Called' honour-based abuse and forced marriage.
6. Work collegially with the integrated children's intervention team to meet the needs of young people accessing services
7. Work jointly with Youth Service practitioners to engage young people who may be reluctant, anxious or disengaged from statutory services.
8. Support young people to navigate education, youth provision, health and justice systems, reducing barriers to access.
9. To input accurate data on OASIS case management system ensuring it is always updated with relevant information
10. To provide information, advice and emotional support to young people that allows them to develop the confidence, self-esteem and practical skills to live free from abuse
11. Gain regular feedback from young people and stakeholders to ensure the continued improvement of the service
12. To develop and deliver domestic abuse awareness training for youth workers to help them recognise the signs and symptoms of domestic abuse and how to respond and refer appropriately
13. To educate young people on healthy relationships and help them to understand the impact of domestic abuse and sexual violence.
14. To ensure that role of YPVA is kept central to all multi-agency work

*The duties of this post may vary from time to time, without altering its overall nature.*

This information is designed to help employees understand and appreciate their role within the organisation and across the partnership contract offer. The following points should be noted

1. Whilst every endeavour has been made to outline all the duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail. Broad headings therefore have been used which assume that all the usually associated routines are included.
2. Employees should not refuse to undertake any work, which is not specified on this form.

<b>Personnel Specification</b> <b>(Essential unless stated)</b>	
<b>Knowledge and Experience</b>	<ul style="list-style-type: none"> <li>▪ Must have experience of working with young people in a crisis situation</li> <li>▪ Must have knowledge and understanding of the effects of domestic abuse and/or sexual violence</li> <li>▪ Must have experience of partnership working and demonstrate the skills and ability to build and maintain positive relationships with partners</li> <li>▪ Experience of operating within a quality assurance framework, ensuring objectives and targets are met on time.</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>▪ The ability to deal with changing priorities and unique situations and respond effectively to these seeking to resolve issues promptly</li> <li>▪ Strong team working capabilities and ability to liaise and co-ordinate effectively with peers in the area to achieve service objectives.</li> <li>▪ Must be able to communicate effectively both verbally and in written form with young people, colleagues and partners</li> <li>▪ Must show an ability to articulate views and ideas in a persuasive way</li> <li>▪ Ability to maintain professional boundaries</li> <li>▪ Must be able to keep up to date with current thinking, developments and research and incorporate these into service provision.</li> <li>▪ Must be committed to ensuring the delivery of quality services taking account specific account of the needs of clients</li> <li>▪ Possess IT skills, including use of Databases, Word, Outlook and Excel</li> </ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>▪ Must be a strong team player who possesses tact, diplomacy and negotiation skills, is resilient under pressure, and able to prioritise workload effectively</li> <li>▪ Must be empathic and non-judgmental in your approach</li> <li>▪ Able to produce practical and creative solutions to issues and problems</li> <li>▪ To demonstrate a commitment to the principles of equal opportunity and diversity ensuring inclusivity across all aspects of service delivery</li> <li>▪ An understanding of the feminist perspective on how gender, social, economic, race, cultural, linguistic, religious and sexual orientation issues may impact on people's lives</li> <li>▪ Non-directive and anti-discriminatory approach</li> <li>▪ High level of self-motivation and ability to think creatively with a 'can-do' attitude that can inspire others</li> <li>▪ Able to work at evenings and weekends when required</li> <li>▪ Must have a current driving license with access to a vehicle for work purposes</li> <li>▪ Undergo an enhanced DBS check with a successful outcome</li> </ul>
<b>Education / qualifications</b>	SafeLives accreditation, or commitment to working towards this
<b>Our values are Inclusivity, Integrity, Passion and Drive</b>	

## Terms and Conditions of Employment

<b>Job Title</b>	<b>Young Person's IDVA (YPVA)</b>		
<b>Salary</b>	£27,554 - £28,735 FTE per annum, depending on qualification		
<b>Hours of Work</b>	30 hours per week, 4 days. 12-month fixed term contract. The post holder may be required to work some unsocial hours. Flexible working – core hours are 10am until 4pm – see Flexible working policy		
<b>Annual Leave</b>	30 Days (pro rata for part time employees.)  The annual leave year runs from 1 <sup>st</sup> April to 31 <sup>st</sup> March.		
<b>Bank Holidays</b>	8 Statutory Bank Holidays (pro rata for part time employees)		
<b>Pension</b>	Staying Put offers an employer contribution of 3% to the company's stakeholder pension scheme with auto enrolment after 12 weeks. Employees contribute at least 5% after enrolment.		
<b>Wellbeing</b>	Staying Put regards the health and well-being of their staff as pivotal to creating a healthy workforce. Therefore, Staying Put provides an Employee Assistance Programme (EAP) to all staff and a healthcare plan with GP access and discounted gym memberships for all staff confirmed in post. Agile Working and Flexible Working policies are in place to assist with work life balance.		
<b>Employee Benefits</b>	An employee discount scheme and financial wellbeing benefit, with access to financial coaches, are in place for all employees.		
<b>Death in Service Benefit</b>	2x annual salary		
<b>Probationary Period</b>	The post holder will need to satisfactorily complete a 6-month probationary period.		
<b>Expenses &amp; Car Usage</b>	Expenses are reimbursed in line with the expenses policy. 45p per mile is paid to staff that use their own vehicles for journeys they have to take in the performance of their duties.		
<b>Sickness</b>	<b>Years of service</b> Up to probationary period  Post Probationary period	<b>Full pay</b> SSP Only  2 months	<b>Half pay</b> SSP only  2 months