

JOB TITLE:	Criminal Justice Worker – Women's Services Worker
SERVICE:	Sacro Groupwork Services, Falkirk, but travel throughout the Forth Valley will be a requirement.
RESPONSIBLE TO:	Service Manager
SUPERVISORY DUTIES:	The postholder may have minor supervisory responsibility

OVERALL PURPOSE OF THE POST:

- To increase the safety and well-being of women whose partners/ex-partners are subject to statutory social work supervision and are attending, or being assessed for, the Domestic Abuse Groupwork programme.

MAIN DUTIES AND RESPONSIBILITIES:

- To work in close partnership with the other Women's Services Worker, Children's Services Worker(s), the Service Manager and Groupwork colleagues in the development and delivery of the service.
- To carry out the day to day functions and participate in the decision making of the service, ensuring the provision of a high quality and consistent level of service as directed by the Service Manager;
- To take a lead in the assessment and management of risk to the partners/ex-partners of men attending, or being assessed for, the Domestic Abuse Programme, including the development of safety plans with each woman;
- To promote good practice in relation to work with women surviving domestic abuse on an individual, a local and national basis;
- To provide advice and advocacy to women regarding a range of issues as appropriate;
- To work with the Groupwork Services staff team in assessing the level of support and the interventions required by the partners/ex-partners of men attending the Domestic Abuse Programme;
- To plan appropriate support and interventions that take cognisance of the needs of the partner's/ex-partners of men attending the Domestic Abuse Groupwork programme;
- To monitor and evaluate the service provided;
- To develop the service in light of any evaluation, which would include feedback from professionals and women accessing the service;
- To be familiar with and to adhere to the child protection guidelines and policies of partnership local authorities;
- To maintain appropriate written and electronic records of service users, volunteers and equipment/property as required (including information for monitoring and evaluation purposes) and in line with data protection legislation;
- To prepare reports and other written materials as requested by the Service Manager;
- To oversee the work of volunteers / student placements and others as required and directed by the Service Manager;
- To establish appropriate professional links with all local related agencies as appropriate and to liaise with other organisations, as required;
- To participate appropriately in training events and other such professional activities, as may be required;
- To assist the Children's Services Worker(s) from time to time in their tasks, e.g. running a support group for the partners of men attending the Domestic Abuse Groupwork programme;
- To carry out all duties in accordance with Sacro policies and procedures.

.EDUCATION AND EXPERIENCE REQUIRED:

The postholder requires good written and verbal communication skills and education, preferably to degree level or equivalent. An additional relevant qualification would be desirable. The postholder should also have relevant experience in working with women who have been affected by domestic abuse. Experience in the Scottish Criminal Justice system would be advantageous.

OTHER

Sacro is fully committed to the active promotion of equal opportunity in its capacity as an employer and in the provision of all its services both to those harmed by and those responsible for crime and to the community as a whole. It is the individual responsibility of every member of staff to seek to ensure the practical application of this policy.

All staff are required to be committed to Sacro's aims and objectives and to the promotion of equality of opportunity.

All staff are required to adhere to Sacro's Health and Safety policy and to implement this in their working environment and practices.

Teamwork is a vital aspect of Sacro's work and postholders are also expected to take an active part in meetings, as required and, where possible, to cover for colleagues.

Flexible working practices and hours will be required.

Outline of main terms and conditions of service

Salary:	SCP 27- 30 (currently £23,082 - £25,551 per annum, pro rata).
Leave entitlement:	25 days annual leave; 12 statutory days, per annum pro rata.
Condition:	This post is subject to a satisfactory PVG scheme record.
Hours of work:	14 hours per week. Some evening/weekend work may be required.
Pension:	Sacro employees participate in the Strathclyde Pension Fund subject to satisfying eligibility criteria. This is a contributory scheme and employees may opt out of the scheme within the first month of employment.
Car User Status:	A valid driving licence and access to car is required. Mileage allowance will be paid for appropriate mileage accrued in the course of performance of duties.
Work Base:	Falkirk
Notice:	4 weeks on either side, in writing.

For the purposes of the Equality Act 2010 it is an occupational requirement that this post is filled by a female.