

# Rutland County Council

## Job Description

|                      |                                                                        |
|----------------------|------------------------------------------------------------------------|
| <b>Job Title:</b>    | Domestic Abuse Support Worker                                          |
| <b>Grade:</b>        | G06                                                                    |
| <b>Department:</b>   | People                                                                 |
| <b>Team:</b>         | Children's Services inc. Social Care, Early Intervention and Inclusion |
| <b>Line Manager:</b> | Head of Safeguarding (Children)                                        |

### **Purpose of the Job:**

To enable victims/survivors of domestic abuse to access specialist support services and to access safe accommodation. To ensure signposting to and provision of appropriate support services and ensure that the support needs under the Domestic Abuse Act 2021 are met.

### **Key responsibilities:**

1. To provide domestic abuse support to victims/survivors of domestic abuse, including children
2. To provide a point of contact within Housing
3. To appropriately assess service users using the DASH Risk Assessment Tool
4. To work collaboratively with other internal service areas, external agencies and partners to meet the needs of service users and find solutions to complex and challenging situations via influence, negotiation and supportive measures
5. To refer clients to relevant services to support them with all needs such as but not limited to; specialist DA/ SV services, Substance Misuse services, Mental Health services and local refuge accommodation
6. To provide specialist support to children/young people and adults with complex needs
7. To seek out of area refuge accommodation using national resources
8. Where service users do not wish to remain in the county, to provide them with direct support to make a homeless declaration in the area of their choice looking at all available housing options
9. To produce and present required, relevant and audience appropriate project updates
10. To maintain a working knowledge and understanding of all current legislation and good practice with regards to housing and domestic abuse
11. Maintain up to date knowledge of the Domestic Abuse Act and support associated duties and functions



12. Support work to achieve DAHA accreditation

13. To act in accordance with the principles set out in the Employee Code of Conduct and the Council's Values, recognising the duty of all public sector employees to discharge public functions reasonably and according to the law

*This job description indicates the main areas of activity of this post. From time to time, however, other tasks/duties may be required but these will fall within the general areas of responsibility and grade of the post.*

## Person Specification

### Qualifications:

Relevant experience in working with domestic abuse  
Excellent standard of numeracy and literacy

### Experience:

Experience of working with victims of domestic abuse to include an understanding of the signs of domestic abuse  
Experience of working in a multi-agency way  
Experience within a housing related or domestic abuse field.

### Knowledge:

Knowledge of legislation in relation to safeguarding children and adults  
Knowledge and understanding of relevant statutory duties and services provided by Local Government  
Knowledge of domestic abuse support services  
Knowledge of national policy context relating to homelessness and domestic abuse

### Skills:

High level of oral and written communication recognising needs of diverse audiences  
High standards of numeracy and literacy with report writing  
Demonstrate a professional attitude in dealing with the public and elected members  
IT literate with working knowledge of Microsoft Office  
Able to negotiate with outside bodies to the benefit of the Local Authority  
Able to excel in high pressure environment, willing to take control  
Risk management - predicting, avoiding and solving problems  
Analytical and problem-solving skills

### Values:

Able to recognise discrimination and be proactive in ensuring the Council's policy is put into practice.  
Must be able to work on own as well as part of a team  
Mobile and able to work from various locations

