



## Job Description

**Job Title:** Domestic Abuse Referral and Assessment Worker

**Salary:** £23,541 increasing to £25,039 (FTE) on completion of probation period

**Hours:** 30 hours per week (Working pattern to be discussed)

**Responsible to:** Service Delivery Manager

**Closing Date:** Friday 14th February 2025

**Interview Date:** Tuesday 18th February 2025

**Location:** Outreach base within Mansfield and Ashfield – Office base NIDAS, Suite1B Birch House, Ransom Wood, Southwell Road West, Mansfield NG21 0HJ

**To Apply:** Please contact [Leanne@nidas.org.uk](mailto:Leanne@nidas.org.uk) for an application pack or send an up-to date CV and a supporting statement that highlights your interest in NIDAS, this role, and summarises your fit against the criteria set out in the person specification and role description (maximum two pages).

If you have been shortlisted for interview, you will be informed by email. Regrettably, we are normally unable to acknowledge unsuccessful applicants. We reserve the right to close a recruitment campaign earlier than the advertised closing date if a high volume of responses are received.

We have an exciting new position to join the dedicated team at NIDAS. We pride ourselves on our person centred approach and we are continually striving to improve, develop and create services to improve the lives of families affected by domestic abuse. We are looking for a dynamic individual that will provide a non-judgmental, non-directive, emotional and practical support to women living in the districts of Mansfield and Ashfield who have been impacted by domestic abuse.

## Background:

NIDAS are an independent domestic abuse organisation that are passionate about supporting women and families impacted by domestic abuse. We use a whole family approach to ensure the best possible outcomes for those that we support. We have been operating for over 30 years in the Mansfield and Ashfield district.

## Purpose of the job:

- To provide a non-judgmental, rapid response service for survivors of domestic abuse at the initial stages of their support journey
- To deliver a triage service upon receipt of referral, promptly engaging with survivors to assess the risk, need priority to identify further support pathways
- To incorporate the holistic needs of families throughout all aspects of service delivery to ensure each individual is considered during
- assessment and included within intervention plans
- The worker will undertake partnership working across a range of projects to ensure that the post is effective and efficient in delivery

## Main duties:

- Facilitate a safe, environment in which to provide support.
- Maintain accurate case files and records of all communication in line with safeguarding and data protection legislation
- Implement a person centred approach throughout delivery of support, addressing the immediate and longer term support needs of individuals
- Identify risk using the SafeLives DASH assessment toolkit and refer to the Multi Agency Risk Assessment Conference (MARAC) as appropriate.

## Project management:

- Consult with survivors to help inform and influence future service delivery and development.
- Understand and record the impact your support makes.
- Work to a high standard of case management, including use of IT systems, note taking and recording information.

- Share knowledge and good practice to improve organisational standards.
- Play an active role within domestic abuse campaigns within the local community.
- Raise awareness of NIDAS and the services we deliver through the use of our marketing manager.

### **About you:**

You will be a dynamic self-starter playing a key role in the development and growth of the Family Service. You will be empathic and ensure that the voice of the survivor is heard and that it feeds into the strategic direction of the organisation to promote a client-led vision.

### **Equal opportunities:**

As an Equal Opportunities and Disability Confident Employer, the organisation welcomes applications from all suitably qualified candidates including those from Black, Asian and minority ethnic (BAME) groups and disabled candidates. As part of our LGBT + Allies Programme, we also welcome applications from members of the LGBT + community and encourage inclusivity in the workplace.

This post is exempt under Schedule 9 Paragraph 1 of the Equality Act 2010 and is only open to female applicants.

# Person Specification:

<b>Knowledge and experience</b> You are required to have an understanding/experience of:	Essential	Desirable
Have in-depth knowledge of the impact of domestic abuse on individuals and the whole family	✓	
Understand child protection issues and the legal responsibilities surrounding these issues	✓	
Understand the principles of risk assessment, safety planning and risk management for victims of domestic abuse	✓	
Experience of completing safety planning	✓	
Knowledge of the additional needs and barriers faced by marginalised groups, including LGBT+, disability, neurodiversity, etc		✓
Understand and be committed to equal opportunities and diversity issues in policy and practice	✓	
Managing a complex caseload	✓	
Working within a multi-agency and legislative framework	✓	
<b>Skills/ Qualifications/ Professional Membership</b> You are required to:	Essential	Desirable
Have (or be willing to undertake) training relevant to working with survivors of domestic abuse	✓	
Relevant nationally recognised qualification or other training relevant to the role (i.e. social care, law, working with children and young people, etc.)		✓
Have excellent communication and advocacy skills, both written and verbal, and when interacting with a range of agencies and individuals	✓	
Have strong crisis management skills and the ability to deal with stressful and challenging situations	✓	
Have good computer literacy skills and be competent with using a database	✓	
Able to use initiative and be proactive in managing a caseload	✓	

<b>Personal Qualities:</b> You are required to:	<b>Essential</b>	<b>Desirable</b>
Work in a compassionate, empathetic and non-judgmental way		
Work flexibly as part of a team - both within NIDAS and with other agencies		
Personal qualities and attributes in line with NIDAS' values: <ul style="list-style-type: none"> <li>• Creative: we work imaginatively and innovatively with women, children and our partners to get the best outcomes</li> <li>• Person Centred: our holistic support is tailored to the individual and their family</li> <li>• Empowering: we help clients gain the tools and strength to make their own choices</li> </ul>		
<b>Other:</b> You are required to:	<b>Essential</b>	<b>Desirable</b>
Hold a full, clean driving licence in order to meet with clients and attend external groups/ programmes/ meetings		
Undertake an enhanced Disclosure and Barring check		
On occasion, working outside of normal office hours as and when required in order to meet the needs of the client group and service		
Attend training for continued personal and professional development as and when required to meet the needs of the role		

### Equal opportunities:

NIDAS is committed to providing equal opportunities for all, irrespective of age, disability, race, sex, religion/belief, sexuality, gender identity, marital/civil partnership, pregnancy/maternity and working patterns. We strive to be an inclusive organisation that appropriately represents all the communities we serve.