

Job Title:	Senior Practitioner - ITRS
Responsible to:	ITRS Team Manager
Responsible for:	Dependent on the role, may include line management of frontline staff

Hours:	22.5 to 37 hours per week (part time and full time roles available)
Salary:	£27,742 - £28,742 per annum (pro rata)
Location:	Hybrid role including the Exeter office, home working and travel across Devon
Holiday Entitlement:	28 days plus bank holidays
Pension:	Group personal pension plan, with employer contribution of up to 4%

General Description:	<p>FearFree delivers services across the Southwest for victims, children and perpetrators of domestic abuse, sexual violence and stalking with the aim to break the cycle of abuse and support all to live free from fear. We provide trauma responsive support, and this post will be fundamental to ensuring service users, stakeholders and partners experience this in our daily delivery.</p> <p>The aim of the Interpersonal Trauma Response Service is to improve the health, wellbeing and safety of people who have been exposed to trauma arising from sexual violence and abuse and/or domestic abuse.</p> <p>As a Senior Practitioner you will play an integral role in supporting the delivery of our frontline one to one and group work to the people we support. You will be ensuring our work meets our quality standards assisting in developing the front lines teams and assisting in building networks and multi agency working. Your knowledge and experience will also help shape and improve all work across FearFree.</p> <p>As Senior Practitioner for the ITRS Service you will work across a specified number of GP practices, providing training to health professionals to help improve identification, enquiry and response for patients. You and the team will also offer support to people who have experience of interpersonal trauma arising from sexual violence and abuse and/or domestic abuse, as well as a service for people at risk of perpetrating abuse.</p>
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	<p>FearFree is committed to flexible and hybrid working and this role will be a mix of home based and office based, alongside requiring travel for multi-agency meetings and other deliverables.</p> <p>This role may include evening and weekend work when required.</p>
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Key Responsibilities

- Line and/or management of staff. Ensuring annual leave is covered and all admin tasks around management is completed.
- To support the team as point of contact for support and guidance with support from team/service manager. Support in upskilling and mentoring this team and colleagues across the wider organisation.
- To provide sensitive and non-judgmental support, enabling the people we support to regain control, self-esteem and to develop their own support network.
- To work with family members and supporters of victims and/ or people who have harmed to provide information and support where appropriate and required.
- To complete a support needs analysis, including risk assessments and create individualised safety plans.
- To provide specialist psychoeducational support, focusing on safety and stabilisation, to support victims/ those who have harmed to manage their experience of trauma.
- To co-facilitate group including recovery groups, trauma-informed psychoeducational programmes and peer support groups. This work may include evenings and weekends as necessary.
- To support managers with organisational/contractual requirements.
- Be part of supporting the victims forum – this may be in the evenings or weekends.
- To refer on to other support if required, including internally to our other therapeutic based supports.
- To provide information to enable people we support to make informed decisions in relation to their support including self-referral options, medical care, forensic examination, making a police report, mental health and sexual health etc.
- To produce clear record keeping/documentation, in a timely manner according to FearFree's policies and procedures.
- To document clearly any safeguarding concerns, complete any relevant risk assessments and liaise with relevant safeguarding teams and attend MARAC, MASH and Children's Services meetings if appropriate.
- Ensuring that the service user's views, opinions, wishes and needs are understood, respected and listened to and held at the forefront of support, whilst fully complying with all safeguarding requirements.
- Utilise evaluation and monitoring systems to ensure high standards of service are consistently achieved.
- To manage a case load – balancing new referrals, existing cases and closing cases.
- Deliver DA and SV training to clinicians and non-clinical staff in participating general practices.

- Develop a good relationship with all general practice staff and work effectively as part of the practice team.
- Contribute to monitoring and evaluation of the programme collecting required data and producing written reports as requested.

General

- Live and embody the FearFree values – kind, receptive, open, pragmatic, robust and expert.
- To promote the service to external agencies where applicable.
- Give information and support to service users regarding their other needs and refer them to other support services as required.
- Ensure our service is widely accessible – adapting practice as required to suit individuals.
- Work across a large geographical area to ensure locality is not a barrier to accessing services.
- Deliver training and information sessions to promote our service, and increase awareness and understanding of domestic abuse, sexual violence and stalking for victims and those who harm.
- Have a responsibility around safeguarding of both adults and children, maintaining knowledge of appropriate policies and procedures and integrated working.
- Support other agencies in the identification and referral of domestic abuse, sexual violence and stalking issues via promotion of service and institutional advocacy.
- Ensure all referrals are clearly logged on our database and all case records are kept fully updated, according to FearFree policies and procedures.
- Engage with case management supervision, reflective practice and clinical supervision as required, taking an active role in managing own wellbeing and supporting the wellbeing of your colleagues.
- Support colleagues in all services across FearFree as required.
- Support the sustainability of the organisation by participating in fundraising activities and sharing ideas and contacts for income generation
- To engage in and contribute to effective team working with a flexible and pro-active approach, including cover for other team members' holidays and sickness.
- Undertake all statutory and mandatory training, as required by the organisation.

Other

Confidentiality and Data Protection

All employees must ensure that essential information of a sensitive and/or personal nature is not disclosed to, or discussed with, inappropriate persons and that all information is maintained in accordance with the GDPR and other related legislation/requirements.

Equality and Diversity

FearFree is committed to encouraging equality, diversity and inclusion among our workforce and people we support and eliminating unlawful discrimination. The aim is for our workforce to be truly representative of all sections of society, to be able to meet individual needs and for each employee to feel respected and able to give their best. The role has the responsibility to ensure all duties and responsibilities are carried out in a manner which promotes FearFree Equality, Diversity, and Inclusion policy.

Health & Safety

All individual employees are required to promote a health and safety culture within the workplace, observe all health and safety rules and procedures and attend training courses as required and where appropriate conduct risk assessments e.g. VDU, maternity, lone working, H&S audits, etc.

Policies and Procedures

Responsibility for formulating, updating and monitoring relevant FearFree policies and procedures, updating manuals as and when required, ensuring that support staff have appropriate access to them and record sightings of updates.

All employees need to be aware of all FearFree Support Service’s policies and procedures and work within them at all times.

Safeguarding / Disclosure and Barring Service

FearFree is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment and bring any concerns (whether in respect of service users or members of staff) to the attention of Safeguarding Leads immediately. This role will require an enhanced DBS check.

Please note: This job description is not exhaustive and serves as a guide to the duties and responsibilities of the role. You may be required to undertake other reasonable duties as and when required, in line with the needs of the organisation and the evolving nature of the role.

Person Specification

Requirements		Essential (E) / Desirable (D)
Education and qualifications	Good standard of general education	E
	Higher level education or similar/ relevant professional qualifications	D
Experience	Practical experience of working with adults and children and young people with complex or other needs	E
	Experience of working with those who commit harm	D
	Experience of working with Quality System Frameworks	D
	Experience of safeguarding children and vulnerable adults	E
	Experience of running group work programmes	D
Knowledge	Have a good understanding of domestic abuse, sexual violence and stalking including the impact on victims and their children	D
	Knowledge and understanding of the issues facing people who have experienced domestic abuse sexual violence and stalking	D
	Understand relevant quality standards	D
	Knowledge and understanding of trauma and trauma symptoms	E
	Understand the principles of risk assessment, safety planning and risk management	E

	Understanding safeguarding issues, and the legal responsibilities surround these issues	E
	Understand and be committed to equal opportunities and diversity issues in policy and practice	E
	Have theoretical, practical and procedural knowledge of civil and criminal justice remedies for victims of domestic abuse and their children	D
Skills and abilities	Ability to plan own workload, manage time effectively and deal with changing and competing demands	E
	Ability to think creatively and show initiative	E
	Ability to communicate with distressed people empathically	E
	Ability to establish and maintain appropriate boundaries when working with people who may be experiencing personal crisis	E
	Ability to establish and maintain professional working relationships with both clients and other professionals	E
	Ability to communicate effectively with a range of professionals	E
	Excellent verbal and written communication skills, including report writing and presentation	E
	Ability to maintain effective administrative and monitoring systems	E
	Ability to work under pressure and also to be aware of own needs and take responsibility for self-care.	E
	Ability to work in both a one to one setting and in a group setting	E
	Attitude and presentation	Reliable and trustworthy
Efficient and punctual		E
Non-judgmental		E
Willingness to critically assess own performance and reflect on own practice		E
Understanding of and commitment to equal opportunities		E
Strong team player – and ability to work both on your own and with others		E
Anti-Racist and promotes safe and inclusive workplace for all		E
Driving licence and ability/willingness to travel to GP surgeries and other venues which may not be accessible by public transport		E