RSACC
Rape and Sexual Abuse Counselling Centre
Darlington and County Durham

Job Description

Title: Independent Sexual Violence Advisor
Responsible to: ISVA Manager
Location: Mixture of home based, offices in Darlington and County Durham and outreach across Darlington and County Durham
Salary: £29,145 - £32,385 pro rata
Hours: 22.5 to 26.25 hours per week (3-3.5 days per week)

This post is restricted to female applicants only and is exempt under Schedule 9, part 1 of the Equality Act 2010.

This role is a permanent position, part time at 3 or 3.5 days a week.

It is expected that all RSACC employees will be fully committed to the aims and objectives of RSACC and conduct themselves within the ethos of RSACC at all times.

Overview of Role

The post holder will provide dedicated and specialist sexual violence advocacy support to a caseload of survivors across Darlington and County Durham to provide information, advice and guidance through the criminal justice system. They will work within a multi-agency setting to provide pro-active, survivor-led support to service users, including supporting them to access and understand the system and support mechanisms that are available. They will build and maintain relationships with key stakeholders including the police, victim support services and CPS, as well as help to increase and improve access to RSACC's services for survivors.

This role will provide one to one support adult survivors of sexual violence regardless of sex or gender. The Ministry of Justice's Statutory Guidance provides a framework for the role.

The ISVA is expected to work within the ethos of RSACC and have high standards of practice. The need to present a professional image as well as maintaining constructive relationships with the police and other agencies is paramount. The ideal candidate will have extensive experience of working with survivors of sexual abuse, excellent written and verbal communication skills, and the ability to form positive relationships with a wide range of colleagues and stakeholders.

Specific Duties

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Clients

- Make contact with clients referred to the service
- Undertake risk assessments and discuss individual support needs with clients
- Develop an individual support plan to address risks/support needs of clients.
- If the assault includes domestic abuse and the client is assessed as high risk, refer to Multi Agency Risk Assessment Conference (MARAC) following protocol and attend and participate in meetings, follow up on actions agreed in MARAC.
- Help clients to access services to which they are entitled, e.g. mental health services.
- Provide face to face, online and telephone support (non-therapeutic) to clients and their supporters where appropriate.
- Explain criminal, legal and if relevant, civil remedies and housing options to clients.
- Provide information and support in relation to Criminal Injuries Compensation.
- Where appropriate, and particularly with very young children or children with significant additional needs, work with parents and guardians to facilitate support for clients.
- Provide information on and support in relation to support available in education settings
- In accordance with information sharing policies, and where relevant, keep other agencies informed about important changes in client's situation including risk management.
- Consider child protection issues and follow child protection policies.

If a client reports to the Police;

- Support clients through the criminal justice system, explaining the procedures and their role and rights within the system.
- Ascertain the wishes of the client at every stage of the criminal justice process where support may include the following:
    - Acting as a SPOC and liaising with other agencies
    - Supporting the client to attend pre-trial visits and court to give their evidence
    - Discussing with the client their entitlements around special measures and sharing this information with relevant agencies.
    - Supporting clients with advocacy throughout the process, not limited to supporting Victims Right to Review and/or complaints where appropriate.
- Liaise with the police and Crown Prosecution Service (CPS) on behalf of the client, with the client's consent and adhering to confidentiality policy in relation to release of information. If local protocols can be agreed, keep the client informed about case progress on behalf of the police in line with the requirements of the Victims Code of Practice.

- To participate in case conferences with the police, CPS and prosecuting barrister and where necessary child safeguarding services and working in partnership with relevant agencies.

Administrative

- Manage an agreed client caseload
- Maintain accurate records of all cases including monitoring.
- Follow procedures and protocols with other services so that the safety of the client is kept central to any process.
- Note and feedback to other agencies and consistent difficulties clients are having accessing their service.
- Contribute to the development of service policies, protocols, guidelines and strategies within the area of practice as necessary.
- To develop and maintain effective communication systems with key partners including the police.
- To participate in team meetings and peer review.
- To provide specialist advice to other workers and agencies.
- To have a clear understanding of the myths and facts of sexual violence and rape, the long-term mental health effects of sexual violence, self harm, suicidal feelings and attempts.
- To monitor and evaluate effectiveness of the service.

General

- Work within the policies and procedures of RSACC and demonstrate a commitment to the values and ethos of the centre.
- Work flexibly as a member of the team and be responsive to changing service needs.
- Be willing to undertake relevant training as required.
- Maintain agreed levels of confidentiality.
- Engage in regular clinical supervision, case supervision meetings and team meetings.
- Seek to continually develop knowledge of working with survivors.
- Support, promote and work in accordance with RSACC values, policies, aims and objectives at all times
- Carry out any other work or duties that are reasonably requested.

DBS and Police Vetting

Please note that candidates will be required to complete a DBS check, and to complete Durham Constabulary's vetting process, in order to work independently in police stations. Please also note that this role will require regularly working from police stations and travel to support outreach work.

Benefits

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To ensure we are able to recognise staff effort and expertise, retain their skills and support their wellbeing RSACC offers a number of non monetary benefits to staff. These include;

- Employee Assistance Programme including access to counselling
- Paid annual wellbeing day
- Clinical supervisions
- Access to specialist sexual violence counselling
- Flexible working
- Remote working
- Enhanced holiday allowance
- Enhanced sick pay
- Enhanced parental leave pay
- Special and Compassionate leave
- Enhanced employer pension contribution of 6%