

Job Title:	Advocacy Worker
Hours:	21 hours per week
Salary:	£25,235.46 (pro rata for part-time hours)
Responsible to:	EDDACS Manager
Context of Job:	To deliver the Edinburgh Domestic Abuse Court Support Service (EDDACS) service within Edinburgh Women's Aid. EDDACS is a telephone support service also attending at Edinburgh sheriff court.
Purpose of Job:	To provide a high-quality frontline service to victims of domestic abuse who are going through the criminal court process. To work within a multi-agency framework consisting of the MARAC and local partnership responses to domestic abuse.

This role is subject to Adult PVG scheme membership.

Main Duties

- Provide a telephone response and support service to women referred by police to the service.
- Provide advocacy, emotional and practical support and information to victims specifically about the court process.
- Identify and assess the risks and needs of domestic abuse victims using an evidence-based risk identification checklist.
- Provide information, support and referrals according to internal procedures
- Provide a pro-active, short to medium term crisis intervention service through individual safety planning and personal support via telephone.
- Support victims of domestic abuse to identify and access services to keep them and their children safe.
- Advocate for victims within the domestic abuse court ensuring that the client's views are known.
- Advise the court of EDDACS assessment of the clients risk along with the client's perception of her risk.
- Manage a case load ensuring each client receives the appropriate service individual to their needs.

- Support the empowerment of the client and assist them in recognising the features and dynamics of domestic abuse present in their situation, and help them regain control of their lives.
- Work directly with all key agency partners to address the safety of high risk victims and ensure that their safety plans are coordinated particularly through the MARAC.
- Contribute interventions and help design a plan to protect victims and any children, while maintaining an independent role on behalf of your client, keeping their safety central to any response.
- Be proactive with your Team Leader in carrying out periodic case reviews based on a review of risk and abuse which:
 - i. Feeds back into action planning to further progress, signpost or close cases and;
 - ii. Provides feedback to your clients/agencies.
- Help maintain accurate and confidential case management records and databases and contribute to monitoring information for the service.
- Comply with data protection legislation, confidentiality and information sharing policy and procedures and all legislation connected to your work.
- Support colleagues and partner agencies, through awareness raising and institutional advocacy, in order to provide the best possible service for victims of domestic abuse.
- Respect and value the diversity of the community in which the services works in, and recognise the needs and concerns of a diverse range of survivors ensuring the service is accessible to all.
- Remain up-to-date and compliant with all organisational procedures policies and professional codes of conduct and uphold standards of best practice.

Knowledge and Understanding

You are required to:

- Have a good understanding of domestic abuse including the impact of domestic abuse on victims and their children.
- Have theoretical, practical and procedural knowledge of civil and criminal justice remedies for victims of domestic abuse and their children.
- 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 and their children.
- Understand the remits and resources of relevant statutory bodies and voluntary agencies.
- Understand and be committed to equal opportunities and diversity issues in policy and practice.

Experience

You must have experience of:

- Working with vulnerable people.
- Managing a caseload.
- Working within a multi-agency and legislative framework.

Skills / Qualifications / Professional Membership

You are required to:

- Have computer literacy skills and have some experience of working with databases.
- Hold an Independent Domestic Abuse Advocacy training certificate, or a relevant degree, or demonstrable equivalent experience, or a vocational qualification, or be willing to undertake relevant study.
- Have excellent communication, negotiation and advisory skills, both written and verbal when interacting with a range of agencies and individuals.
- Have strong crisis management skills and the ability to deal with stressful and difficult situations.

Personal Qualities

You are required to:

- Be compassionate and empathetic with your client's situation.
- Show initiative and be proactive when managing your case load and interacting with your clients and agencies you're working with.
- Act with integrity and respect when working with all clients, agencies and individuals.
- Work flexibly as part of a team.
- Be optimistic about the possibility of personal growth and change.
- Motivate individuals and agencies to move through courses of action and decision making processes.