**Job Description**

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| **Job Title** | Prison Support Worker (Maternity Cover - Fixed-Term Contract up until Aug 2022) |
| **Accountability** | Team Leader |
| **Salary** | £25,000 (pro-rata) |
| **Hours of Employment** | Initial 8 weeks 21 hours, 35 hours thereafter |
| **Date** | May 2021 |

**Job Purpose**

CEA operates an integrated 3 stage trauma recovery model and whilst all staff are at times expected to work across these areas, the particular focus of this post is Stage One Prison Support. The purpose of which is to provide young people, women and men awareness of domestic abuse and support them to build an asset-based pathway to healing, therefore building resilience and emotional strength to reduce risk of re-offending on liberation, minimise harm and enable recovery from trauma.

The “Just Breathe” Domestic abuse prison support currently offers three unique services: -

* Full support – offered to those who are in custody for 8 weeks or more
* 4S (Safety, Stabilisation, Signposting, Support) – offered to those who are in custody for less than 8 weeks)
* Touch Base Service – Offered to those who require extended support

The Support Worker will provide support to anyone in custody who have experienced/are experiencing domestic abuse. The post holder will require to be flexible to respond to the demands of all other prison support services provided by CEA.

Key to the role will be both the provision of an effective domestic abuse support service as well as supporting service users to engage with relevant SPS officers/services and throughcare providers to support their individual needs by enhancing their independence, integrate effectively in the community and reduce the risk of re-offending on liberation.

Support to service-users will be offered through one to one support.

**Key Tasks**

1. To ensure a safe high-quality service of support is offered to anyone in custody to aid their recovery and understanding of domestic violence.
2. To prioritise work load in such a way that service users are effectively supported in addressing their (and where appropriate their children’s) immediate safety, kept free from further harm, reduce the risk of reoffending and supported in their recovery on liberation.
3. To maintain SPS and CEA protocols and procedures to effectively deliver CEA support within the prison
4. To assist on delivering group work support on GBV when necessary by liaising with relevant work parties and officers within the establishment
5. To provide support, signposting, safety and stabilisation to all service users who access the service
6. To gather statistical evidence by researching, implementing and developing evaluative tools relevant to the work
7. To maintain professional development by identifying training and development needs relevant to work role.
8. To maintain personal safety and safety of others by attending relevant training within the prison environment
9. To facilitate in the development and delivery of information Sessions/Presentations/Events focussing on GBV when necessary
10. To raise awareness of the CEA service within the prison by attending and providing input to relevant forums
11. To attend support and supervision, group supervision, case reviews and external supervision to ensure that objectives are met and any barriers are identified
12. To work as part of the wider Community Safety Unit Team and ensure understanding of SPS policies and procedures
13. To ensure efficiency in the use of the SPS PR2 system
14. To maintain accurate, appropriate and professional case notes reflecting current best practice,
15. To work in partnership with other agencies in particular the Domestic Abuse Unit, Rape Investigation Unit, Police Scotland, Barnardos SPS Services, Enhanced Addictions, NHS, Falkirk Council (Social Work and Housing) and The Care Inspectorate.
16. To assist on the delivery of structured group work Programmes that address the issues pertinent to Stage One Recovery.
17. Facilitate structured interventions that support the delivery of health and wellbeing indicators pertinent to Stage one recovery such as alternative therapies and other interventions

*This job Description does not represent an exhaustive list of responsibilities and asks but includes the main responsibilities required from employees in this role. The organisation also reserves the right to vary or amend the duties and responsibilities of the post holder at any time according to the needs of the organisations business. There is a requirement to work evenings and weekends as necessary and time off in lieu will be afforded. The organisation also reserves the right to vary or amend the duties and responsibilities of the post-holder at any time according to the needs of the organisation’s business.*

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| **Person Specification** |
| **Essential** | **Desirable** |
| High levels of self-reflection.The ability to treat all service users with respect Ability to validate service user experienceAbility to respond quickly to unexpected changes within a challenging environmentRecognition of boundaries and the need to maintain appropriate, professional boundaries.The ability to act objectively at all times and to remain non-judgemental.Experience of working as a team and independentlyCurrent knowledge and experience of working in a gender based violence service including knowledge of current policy and best practice.Experience of providing one to one support to disadvantaged peopleExperience of contributing to multi-agency meetings, Case reviews and Professionals Meetings PVG Checked  | Experience of working in a prison environmentExperience of working with BME CommunityExperience of working with LGBTI CommunityEducated to, or working towards, Degree Level in relevant subjectProfessional qualification as an IDVA or IDAAExperience of working in an Integrated 3 stage trauma recovery service for survivors of domestic abuseExperience of working with children and young people regarding domestic abuse services Experience of advocacy services in domestic abuse settingsExperience of designing and delivering Group work/Presentations to a variety of audiencesAchieved or working towards COSCA Counselling (or similar) Certificate/DiplomaCurrent Driving Licence and use of car  |
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