



EDINBURGH WOMEN'S AID

JOB DESCRIPTION

Job Title:	Localities Support Worker
Hours:	21 hours per week Tuesday to Thursday 9am -4.30pm
Duration:	Permanent contract (subject to funding)
Salary:	£31816.30 (£19,090 pro rata) SCP 26
Location:	4 Cheyne St, Edinburgh, EH4 1JB
Responsible to:	Senior Localities Worker
Peers:	Localities Workers, Women's Support Workers, EDDACS workers, Complex Needs Service Senior, Children and Young People's Support Workers.
Holiday Entitlement	26 days annual leave plus 10 public holidays pro rata

This role is subject to satisfactory Adult and Child PVG scheme membership.

Job Purpose

The Edinburgh Locality Support Worker will deliver dedicated and empowering support to women in Edinburgh, who have experienced or are at risk from domestic abuse, in accordance with SSSC Standards. This role encompasses practical and emotional support, advocacy, and collaborative working with statutory and third-sector organizations to achieve the best possible outcomes for women in our service. A trauma-informed approach is essential, ensuring that women receive comprehensive, person-centred support in a safe and supportive setting. Support is delivered through telephone support, one-to-one meetings, and attendance at joint meetings with partner agencies.

This post is open to hybrid working between office and home, if the candidate can evidence an appropriate environment for home working, ensuring confidentiality and privacy for service users making contact through telephone or online methods. Travel within Edinburgh to meet service users will be required as well.

Main Duties

- Provide 1:1 support to women affected by domestic abuse.
- Offer information, safety planning, and emotional support tailored to individual needs.

- Advocate on behalf of service users with external agencies such as housing, welfare, and legal services.
- Support women attending multi-agency meetings.
- To ensure that women who are identified as high-risk of harm are prioritised for safety planning, MARAC actions are completed, and joint working with partner agencies to reduce the risk of harm to them and their children at the earliest opportunity
- Work with statutory and third-sector partners to coordinate appropriate support for women.
- Ensure multi-agency actions are followed up to benefit service users.
- Maintain accurate, timely and confidential records in line with GDPR and EWA policies.
- Participate in team meetings, training, and professional development.
- Adhere to all EWA policies and procedures, ensuring high standards of practice.

Other Duties

- Ensure that EWA policies and health and safety procedures are adhered to whilst working in the community/in office and ensure that any matters are raised with the relevant managers.
- Ensure information and signposting opportunities with the Locality are up to date.
- Participate in regular evaluation to ensure the service continues to meet the needs of service users.
- Attend and participate at team meetings and training.
- Participate in regular support and supervision.
- In co-operation with the Localities Senior develop a personal skills and training plan.
- Assist with the running of our service by being flexible in your approach to this post and carrying out other duties as requested by management that are consistent with this post.

Please note- the above list is not exhaustive

Person Specification

Essential
<ul style="list-style-type: none"> • Recognized qualification (e.g., Social Work, Community Education, SVQ Level 3) or equivalent experience. • Experience of advocating for women in a domestic abuse related service or with other vulnerable clients. • Clear understanding of the feminist analysis of domestic abuse and ability to work within this ethos. • Experience of and commitment to building and working in partnership with other agencies and stakeholder to ensure successful outcomes for women and children. • Knowledge and understanding of child protection regulation and the impact of domestic abuse on children. • Good computer skills: competent in Word, Excel and Outlook; and good data collection and monitoring skills. • Ability to communicate clearly and effectively in writing and orally. • Ability to actively listen to others and to challenge others constructively.



- Ability to plan, prioritise own workload and work independently.

Desirable

- Experience in service development.
- Familiarity with external funder requirements and reporting.
- Experience/understanding of MARAC and DALAG processes.

Women only need apply under Schedule 9 (Part 1) of the Equality Act 2010

Edinburgh Women's Aid is an equal opportunities employer and welcomes applications from all sections of the community.

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