



# RUTLAND COUNTY COUNCIL

## JOB DESCRIPTION

**Position Title:** Domestic Abuse Advanced Practitioner

**Grade:** PO2

**Directorate:** Children and Families

**Department:** Quality Assurance and Standards

**Responsible to:** Practice Development Lead, Quality Assurance and Standards

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### **Purpose of the Job:**

Provide support and guidance to children's services staff where domestic abuse is a primary concern for referrals into services.

To ensure all children and young people accessing Children's Services where they have witnessed domestic abuse are safeguarded and receive support appropriate to their needs.

To support the Practice Development Lead with the planning and co-ordination of domestic abuse services and training needs across Adult Social Care and Children's Services.

To work closely with partner agencies and input into service development through membership of working and partnership groups.

### **Main Responsibilities**

- Support the children's and adult's workforce to ensure safeguarding is paramount when domestic abuse is a concern. Support on case specific supervision to support experienced and less experienced staff.
- Visit children and families to complete direct DA work. With the Police, Social Workers and Lone working.
- Represent Rutland at Multi Agency Risk Assessment Conferences (MARAC).
- Work with partner agencies to raise the profile of domestic abuse services in Rutland.
- Maintain up to date knowledge of research, training and developments to ensure best practice in Rutland.
- Attend meetings as an expert such as strategy discussions and planning and review meetings for children and families to ensure that risk is understood, and that support meets the family's needs.



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- Contribute to quarterly and annual overview reports for senior leaders, elected members, CDT and other external LLR stakeholders regarding domestic abuse and the impact of support services. Also includes quarterly and annual grant returns to central government (Delta).
- Collate and submit information regarding activities undertaken and outcomes to evidence use of grant funding. Post holder will also feed into partnership boards and working groups to ensure delivery of best practice.
- Provide expert advice and guidance to colleagues within the directorate regarding practice issues relating to domestic abuse, including appropriate action in response to domestic abuse for risk assessments, safety planning and case consultations.
- Lead on practice development sessions with RCC staff and partners including Police, Education and Health.
- Ensure appropriate information sharing processes are in place and are used across all statutory safeguarding partners and voluntary sector agencies commissioned to deliver services for Rutland.
- To deputise for the Practice Development Lead.
- To undertake any other duties commensurate with the grade as required by the needs of the service.
- To act in accordance with the principles set out in the Employee Code of Conduct and the Council's Values, recognising the duty of all public sector employees to discharge public functions reasonably and according to the law.
- Take reasonable care for your health and safety and that of other persons who may be affected by the performance of your duties. Where appropriate you will safeguard the health and safety of all persons and premises under your control and guidance in accordance with the provisions of Health and Safety legislation and Rutland County Council's and Directorate codes of practice and procedures. You will exercise proper care in handling, operating and safeguarding any equipment, vehicle or appliance provided, used or issued by the Council or provided or issued by a third party for individual or collective use in the performance of your duties.

### **Behaviours and outcomes**

Work collaboratively across Children's and Adults Services to identify and improve outcomes for children and young people who have experienced domestic abuse.

Actively advocate for children and young people's views, wishes and feelings to be heard and provide opportunities for them to influence change.



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Be ambitious for children and young people and champion best practice for domestic abuse services to achieve the best outcomes.

Actively support and encourage children and young people to represent their views in all decisions about their lives.

To be a role model for Rutland's One Council ethos and values.

### **Dimensions**

No Management and budget responsibility



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### JOB REQUIREMENTS

#### QUALIFICATIONS/TRAINING/EDUCATION

Essential	Method of Assessment *
Professional qualification with a membership of a professional body/NVQ Level 4 qualification or minimum of 3 years relevant experience in the field.	A/D
Evidence of continued learning and a willingness to undertake further training and professional development.	A/D

Desirable	Method of Assessment *
Previous experience working within domestic abuse services.	A/D
Knowledge of Signs of Safety	A/D
Knowledge of the Lundy Model of Participation	A/I

#### EXPERIENCE/KNOWLEDGE

Essential	Method of Assessment *
Experience of working in partnership with key stakeholders	A/I
Knowledge and understanding of the impact of domestic abuse on children and young people.	A/I
Knowledge and experience of delivering Children's Services' core functions.	A/I
Experience of supporting and advocating for children and young people and engaging families who have experienced domestic abuse.	A/I
Knowledge of research and emerging themes in the field of Domestic abuse.	A/I
Experience of working directly with children and young people and experience of carrying a caseload and achieving change with families.	A/I



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Desirable	Method of Assessment *
Experience of collating and analysing information/data for reporting purposes.	A/I
Experience of gathering the views of children and young people.	A/I
Experience of working with families who have experienced domestic abuse.	A/I

### **SKILLS**

Essential	Method of Assessment *
Handle sensitive and confidential issues with care, compassion, tact, and diplomacy.	A/I
Good communication skills and understanding of relational approaches.	A/I
Ability to set and work to clear objectives and to prioritise own workload.	A/I
Enthusiasm and ability to mobilise colleagues with shared aims.	A/I
A problem-solving attitude with the ability to bring a range of interventions together to achieve sustainable outcomes for children and young people.	A/I
Managing conflict and maintaining professional relationships	A/I
Advocacy skills.	A/I
Make sound judgments in relation to risk and the protection of young people.	A/I
Recognise and identify safeguarding issues and effectively share information regarding risk with other services.	A/I
Communicate effectively in writing and verbally.	A/I
Build partnerships with colleagues and key stakeholders.	A/I
The ability to work independently and use initiative in collaboration with partners and others.	A/I



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IT and numeracy skills sufficient to undertake the role.	A/I
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Desirable	Method of Assessment *
Proficient in the use of integrated children's recording systems.	A/I
Competent in the use of Microsoft 365 packages.	A/I

### **EQUALITY AND DIVERSITY**

Essential	Method of Assessment *
Able to recognise and respond to discrimination and be proactive in ensuring the Council's policy is implemented	A/I

### **OTHER**

Essential	Method of Assessment *
Flexible in working patterns to fulfil commitments of the role and team.	A/I
Willingness and ability to visit other locations as and when required.	A/I

\* A = Application Form    D = Documentary evidence    I = Interview    T = Test



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### STRUCTURE



**NOTE: These requirements must be reviewed each time this post becomes vacant. The reviewing manager must sign below. If changed, please submit both the original job description and amended job description to the Human Resources Department.**

DATE	CHANGE - YES/NO	PREPARED BY (Name & Position Title)
03/06/2024	New role	Sarah Gill, Service Manager Quality Assurance and Standards.