



Job Description & Personal Specification

Education and Early Support Project Worker (Domestic abuse)

30 hours a week (0.8 FTE)

Salary per annum £22,400 (equivalent to £28,000 FTE)

*(this post is offered on a fixed term contract for 12 months from start date,
with possible extension beyond this dependent upon funding)*

Commencing asap

Thames Valley Partnership is an established charity of over 27 years, delivering a range of services to support those who are vulnerable or at risk of exclusion. We also work to develop long-term solutions to the issues of crime and social exclusion and work at both practical and strategic level to influence policy and share good practice. We have a proven track record of supporting victims and survivors of domestic abuse as well as delivering training around this. Since 2010 we have been particularly involved in working to help develop, promote and roll out technological solutions to protect victims of domestic abuse on a national and Global level, including TecSOS and the Bright Sky App, and now our newly launched “Rise for Change” training.

The Role

The successful applicant will start as soon as possible and report directly to the Head of Programmes- Education and Early Support will be support across the important projects within the “Education and Early Support” arm of the TecSOS programme. Through our Bright Sky and Rise for Change programmes we are a team dedicated to helping those who experience domestic abuse through providing training and education programmes, and global technological solutions, for survivors, professionals and the general public. The purpose of this role is to work across our rapidly expanding projects- both nationally and globally- by providing virtual training, supported project management and partner engagement.

We are looking for a dedicated and organised individual who can be flexible and adaptive to changing workstreams and has a passion for driving change for survivors of domestic abuse. They will bring with them good experience of domestic abuse, working from a trauma-informed standpoint. This post is not front-line working with service users however we welcome this experience as integral to our work, most especially individuals with experience of supporting marginalised groups from an intersectional way of working. The role will play an important part of a working group of partners who are expanding and growing our technological offerings. This role will require an individual who can establish and maintain good working relationships with partners and stakeholders, upholding the Thames Valley Partnership name at all times. The Education and Early Support programme is fast moving with new opportunities regularly evolving. The right candidate for this role will be adaptable to change and willing to participate in the ongoing growth of our projects.

Main Duties:

- Supporting the ongoing development and growth of Bright Sky UK, attending partner meetings and working groups and contributing to content evolution.
- Engaging with organisations and stakeholders to ensure ongoing uptake and engagement with our training and apps.
- Delivering online training to stakeholders and partners, as well as supporting the Training lead in the delivery of larger online domestic abuse training packages.
- Supporting the Training Lead in providing ongoing advice and support to organisations in receipt of training and obtaining/responding to feedback.
- Support in the ongoing delivery of 11 Global Bright Sky apps.
- Liaising with Global partners to ensure ongoing support and quick resolution to any issues or needs.
- General team admin to ensure the smooth running of all projects the post supports.
- Respect and value the diversity of the community and culture in which our products will be delivered and recognise the needs and concerns of a diverse range of clients ensuring the service is accessible to all.
- Respect and uphold the value and necessity of intersectionality within domestic abuse and sexual violence prevention and safeguarding, across all areas of work.
- Administrate and respond to email and telephone requests from external organisations.
- Provide detailed progress reports.
- Ensure delivery of agreed KPI's.

General Responsibilities

All Workers have a responsibility to work with colleagues in maintaining service delivery.

- Attend meetings as necessary
- Participate in support/supervision system
- To represent Thames Valley Partnership and to promote its ethos; to work in a positive way and to feedback fully to the organisation.
- To ensure that personal behaviour demonstrates integrity, openness, honesty, is anti-oppressive, non-judgemental, and supports diversity.
- Undertake training to update skills in line with Thames Valley Partnership Training and Development
- Remain up-to-date and compliant with all organisational procedures policies and professional codes of conduct and uphold standards of best practice.
- Abide by the Thames Valley Partnership confidentiality policy

It is the nature of the work that tasks and responsibilities are in many circumstances unpredictable and varied. All employees are therefore expected to work in a flexible way and tasks which are not specifically covered in their job description may have to be undertaken.

For this role you will also need:

- To be free from any criminal conviction which would conflict with the responsibilities of the post; you may be required to have a DBS Enhanced disclosure.
- To be able to deal with all information on a confidential basis and understand data protection requirements.
- To have Citizenship of the UK or have entitlement to work in the UK

Person Specification

Criteria	Essential	Desirable
Knowledge:		
*Have a good understanding of domestic violence/ abuse including the impact of domestic violence/ abuse on victims and their children.	✓	
*Good understanding of the nuances of culture, race, sexual orientation and gender identity within domestic abuse and sexual violence	✓	
*Good understanding of trauma informed practice and dedication to working within this framework.		✓
Understand and be committed to equal opportunities and diversity issues in policy and practice	✓	
Experience:		
*Experience delivering training	✓	
Experience of working in a projects-based team		✓
Experience of engaging with various stakeholders and maintaining positive working relationships.	✓	
*Previous experience of working in the field of domestic abuse	✓	
Experience of gathering data and analytics for reporting measures	✓	
Skills/ Qualifications/ Professional membership:		
Accredited training qualification or commitment to working towards achieving this is the first 6 months of role.	✓	
Skilled at communicating through and using digital technology	✓	
*Have excellent communication, negotiation and advisory skills, both written and verbal, when interacting with a range of agencies and individuals.	✓	
Have computer literacy skills and have some experience of working with databases (including Excel, PowerPoint, Word)	✓	
Attention to detail	✓	
Personal Qualities:		
Act with integrity, patience and respect when working with all clients, agencies and individuals.	✓	
Show initiative and be proactive when interacting with clients and agencies you're working with.		✓
Plans and prioritises work effectively, with the ability to manage projects and multiple deadlines	✓	
Takes responsibility for own workload.	✓	
Is solution rather than problem focussed	✓	
Motivate individuals and agencies to move through courses of action and decision-making processes.		✓
Flexible approach when dealing with colleagues and external stakeholders.	✓	

***You are required to demonstrate these on your application form. Please provide an example of work you have undertaken where you have demonstrated this skill.**

Thames Valley Partnership is an equal opportunities employer; the aim of our policy is to ensure no job applicant, employee or worker is discriminated against either directly or indirectly on the grounds of race, colour, ethnic or national origin, religious belief, sex, marital status, sexual orientation, gender reassignment, age or disability. We do not disbar applicants with criminal convictions and are mindful of the requirements of the Rehabilitation of Offenders Act, 1974.

Thames Valley Partnership actively invite candidates of a Black or ethnic minority background to apply for this role.