

JOB DESCRIPTION

Independent Sexual Violence Advocate - ISVA

This post is open to female applicants only. (Equality Act 2010, Schedule 9: Part1 ((1a).

Purpose of the role:

This post holder will deliver a high quality ISVA service that ensures prompt, safe and effective support for adults accessing the criminal justice system and will be linked to other services provided by BSARCS including counselling and group support ensuring that survivors have access to a range of specialist sexual violence support.

Full time post: 37 hours per week, until March 2021 in the first instance. Some evening work will be required.

Responsible to: ISVA/Wellbeing Lead

Location: Based in central Barnsley but will need to travel to appointments

Salary: £25,440 - £27,123

Benefits: 25 days holiday plus bank holidays). 6% employer contribution pension is available.

Supervision & Development: From the ISVA/Wellbeing Lead in line with BSARCS' policy. The post holder will be expected to participate fully in regular clinical supervision with an external supervisor who has been approved by BSARCS, and to take responsibility for continuing their professional development.

Duties of the Post

Main Duties

- Support ISVA clients through the Criminal Justice system, explaining the procedures and their role and rights within that system.
- Assess the risk and support needs of service users.
- Develop individual support plans to address risks/support needs of service users.
- Liaise with the police, CPS and other service providers on behalf of the client.
- Keep the client informed about case progress in line with the requirements of the Victims Code of Practice.
- Supporting the service user in making statements and attending court.
- Refer to and arrange meetings with other agencies/services as necessary, e.g. sexual health, mental health, drug and alcohol, counselling, housing etc.
- Maintain and update records of all cases including initial referral, risk assessment, subsequent risk assessment, care and safety plans, and action taken.
- Ensure that service users are aware of the services to which they are entitled and advocate for them to help access services.
- Understand the legal frame work relating to the protection of vulnerable adults and children including the policy and procedures in relation to safeguarding children and vulnerable adults.
- Participate in case conferences if necessary.
 - Assist clients accessing special measures.
- Help service users to develop their own support network and to make informed choices about their future options.

JOB DESCRIPTION

General

- Work within BSARCS policies and procedures.
- Contribute to the development of policies, protocols and guidelines within the practice area if necessary.
- Note any gaps in service provision and feed back to the ISVA/Wellbeing Lead.
- Maintain records, monitoring and evaluation systems as required, and provide information for the Development Manager when requested.
- Effectively manage safeguarding issues in line with BSARCS' policies and procedures.
- Ensure any complaints or legal matters arising from your work are reported to the ISVA Team Manager for consideration and further review in accordance with BSARCS policies and procedures.
- Actively promote and ensure good equal opportunities practice and work in an anti-oppressive manner.
- Undertake any training necessary to do the job, and receive line management from the ISVA/Wellbeing Lead..
- Maintain own accreditation and any CPD in line with the post.
- Undertake any other duties appropriate to the post as required by the ISVA Team Manager or Development Manager.
- Actively participate in own clinical supervision.

Disclosure & Barring Certificate

- Due to the nature of this work, the post is subject to an enhanced DBS check. Previous criminal convictions may not necessarily be a bar to this employment.

Equal Opportunities Statement

- BSARCS is striving to be an equal opportunities employer.

January 2019 (LC)