

Job Description

Job Title:	Wellbeing Advocate/ Trainee Advocate
Location:	Barnsley Town Centre
Salary:	£25,500 as trainee/ £28,446 with experience
Hours of Work:	37 hours per week, initially to March 2026

About BSARCS

In 1987 a small group of women from a variety of backgrounds came together on a voluntary basis with the aim of developing a support service for women and girls in Barnsley. Two years later, they opened a helpline service for women who had experienced sexual abuse, initially operating on a very limited budget and for two hours a week, with no premises of their own and the bare minimum of equipment.

In the years since then BSARCS has grown beyond recognition and in the year 2023/24 we provided specialist therapy, advocacy and support to around 1700 women, men and children who have experienced sexual violence as well as to their relatives.

In the same year, we also delivered specialist training courses to over 800 professionals in the borough.

BSARCS is governed by a Board of Trustees and currently has around 30 individuals working from our Barnsley premises, including our CEO, Business Support Team, Training & Development Team, Adult Services and Children's Services. We also have a growing team of volunteers supporting our work.

We are committed to partnership working and, as a result, our funding streams are diverse, attracting both statutory funding and charitable grants.

Why work for us?

We are an innovative, flexible and supportive employer, committed to the personal and professional development and wellbeing of our employees, offering the following benefits:

- 25 days paid leave plus statutory holidays (pro rata for part time employees)
- Christmas Closure
- A competitive pension scheme
- Westfield Health membership
- Free car parking

We really value our staff team and are constantly looking for ways in which we can better demonstrate this. We also recognise the potential impact of working in this field and provide both line management and non-managerial supervision to all of our employees, irrelevant of their role.

About the role

You will be joining an existing team of advocates and will provide a high quality advocacy and support service to our clients who have experienced sexual violence in their childhood and/ or adult lives.

The role will be closely linked to other services, both internal and external, and you will work flexibly and collaboratively to enable survivors to access the appropriate services at the right time.

Your work will be overseen by the Adult Services Manager, who will also provide you with regular supervision. In addition to line management supervision and regular team meetings, you will participate fully in regular clinical supervision to support your personal wellbeing and address any issues of vicarious trauma.

You must hold a full driving licence and must have access to your own vehicle to be considered for this role.

Role specific responsibilities

- Providing effective non-therapeutic, practical support and advocacy to clients allocated to you
- Assessing the needs of clients, developing individual risk and support plans which address them, maintaining clear, concise and prompt written records of all work undertaken
- Ensuring that clients are aware of the services and support they are entitled to and assisting them to develop an effective support network
- Accompanying your clients to meetings and appointments, as appropriate
- Prioritising the safety of clients and associated children or adults and, where relevant, keeping other agencies informed about important developments in clients' situations
- Potentially facilitating structured group based sessions to adult clients

This role description cannot cover every eventuality or task that may arise within this position and the post holder will be expected to carry out other duties from time to time which are broadly consistent with the role. Although the job description does not form part of an employment contract, any significant departures from the stated responsibilities will be agreed in consultation with the post holder.

About you (person specification):

In order to be considered for this position, your application must show that you have:

- Knowledge of the impact of sexual violence, including rape, child sexual abuse and exploitation
- Experience of working with people who have experienced trauma/ individuals presenting with trauma symptoms
- A demonstrable understanding of the principles of risk management and safety planning
- An understanding of effective support planning and an ability to work responsively and flexibly with clients who have varied needs and experiences
- Experience of working effectively within a safeguarding framework
- Experience of working directly with, and advocating for, vulnerable adults and adults with temporary vulnerabilities
- A commitment to supporting the recovery of people who have experienced sexual harm
- Experience of working collaboratively with other agencies relevant to this work, including police, courts, social care and mental health services
- An understanding of professional boundaries and confidentiality
- An ability to communicate effectively and sensitively, both verbally and in writing, with a wide range of audiences
- Personal resilience and an understanding of the impact of secondary or vicarious trauma
- An ability to work on your own initiative, prioritising work effectively and dealing with competing/ conflicting demands
- A flexible and adaptable approach to work, with a willingness to take on new ideas and good practice
- Excellent ICT skills and experience of working within a case management system and using Microsoft Office applications, including Outlook

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Ideally, you will also have:

- Experience of working with adults who have experienced sexual violence and experience of working in a similar setting
- Knowledge of local partner agencies and referral routes and an understanding of partnership working
- An understanding of the processes and barriers associated with help-seeking
- Experience of delivering group support sessions
- A professional qualification in a related field

We strive to be as inclusive as is possible and look to recruit individuals with the right skills, experience and attitude – for roles which don't require a professional qualification we're less concerned with your educational history and qualifications.

Where an individual with less experience demonstrates that they have transferable skills and the aptitude for the role, we may offer a 'trainee' position which allow the individual to gain the skills and knowledge to fulfil the role description.

A trainee role will be paid at the lower salary rate, rising upon satisfactory completion of a development plan and probationary period.

Other information

BSARCS is committed to equal opportunities and welcomes diversity across our services. All of our employees are required to adhere to our Equality & Diversity policies and to challenge discrimination wherever it is appropriate.

However, for genuine occupational requirement reasons we are looking to appoint a female only for this post (exemption under the Equality Act 2010 Part 1 Schedule 9); it is also worth noting that our main office isn't suitable for people with limited mobility.

This post is not open to jobshare.