Role Profile	
Job title	Adverse Childhood Experiences Recovery Toolkit Facilitator
Hours	14 hours per week
Accountable to	Programmes & CYP Service Manager
Salary	£24,500 pro rata
Contract length	Fixed term – ending March 2027 extension dependent on funding
Location	Based in Ystradgynlais
Working pattern	Tuesday and Thursday (9am – 4.30pm)

Overview of Calan DVS:

Calan DVS is a domestic abuse charity in Wales and we are committed to working in partnership to end domestic violence and abuse. Our staff are passionate about what they do and deliver much needed services to support some of the most vulnerable people in society.

We cover a large and varied geographical area, providing services across Bridgend, Neath Port Talbot, South Powys and Ammanford (Carmarthenshire).

Our service model ranges from core domestic violence services for female victims including refuge, support in the community and crisis drop-in services, support for children and young people exposed to domestic violence and abuse (DVA).

Calan delivers trauma informed family programmes which take a whole family approach and deliver a specific programme and community services for male victims.

It is a fundamental principle of Calan DVS that no person should be discriminated against by reason of race, religion, beliefs, national origin, sexual orientation, gender reassignment, age, disability, marriage and civil partnership and pregnancy and maternity, in accordance with the Equality Act 2010.

Our vision:

At Calan DVS, our vision is to work towards safe and resilient communities free from domestic violence and abuse. To achieve this, we aim to relieve the distress, suffering and poverty experienced by families exposed to domestic violence and abuse. We also aim to educate the public regarding the causes and effects of domestic abuse along with prevention methods.

Purpose of the role:

- To provide a comprehensive, high-quality, accessible, frontline service to Adults and CYP exposed to domestic violence / abuse.
- Responsible for all aspects of Domestic Abuse Support work, within the designated area of responsibility, relating to families referred to Calan DVS service, using a holistic family approach.
- To work within a multi- agency framework to improve responses to domestic violence and abuse.

Key Accountabilities:

- To facilitate and deliver the ACEs (Adverse Childhood Experiences) Recovery Toolkit to Adults, Children and Young People referred to in the programme.
- Ensure service users are supported in such a way that their potential for independence is maximised and that they are able to achieve outcomes which are appropriate to their needs and wishes.
- Identify and assess the risks of exposure to domestic abuse ensuring a risk management plan is in place for all identified risks.
- Manage your caseload ensuring each client receives the appropriate service individual to their needs and in line with support framework.
- Identify and regularly assess the needs of victims of domestic abuse and to work with them to develop and adhere to a task orientated personal support plan in line with regulatory requirements and within the timescales required.
- To promote self-advocacy and act as advocate where appropriate.
- To proactively support the empowerment of the young person and assist them in recognising the features and dynamics of domestic abuse present in their situation and help them regain control of their lives.
- To support service users in identifying and addressing key issues relating to their children and promote positive parenting and the welfare of children and young people.
- Ensure that the needs of children and young people are advocated for and that they receive relevant support interventions.
- To signpost, liaise with and facilitate access to other services.
- To feedback children, young people and service user's views to support the development and improvement of Calan DVS services.
- Understand multi agency partnership structures and work within a multi-agency setting.
- Help maintain accurate and confidential case management records and databases and contribute to monitoring information for the service.
- Comply with data protection legislation, confidentiality and information sharing policy and procedures and all legislation connected to work.
- Support colleagues and partner agencies, through awareness raising and institutional advocacy, in order to provide the best possible service for victims of domestic abuse i.e challenge unhelpful or damaging attitudes to understanding Domestic Violence & Abuse.
- Respect and value the diversity of the community in which the service works in, recognise the needs and concerns of a diverse range of survivors ensuring that service is accessible to all.
- You will be required to work to the requirement of the service area that you are assigned to.
- Be proactive with your line manager in carrying out periodic case reviews.
- Ensure that any safeguarding matters are dealt with in accordance with Calan DVS

Safeguarding policies and procedures. • To partake in the on-call rota.

Health and Safety
• To work at all times in a safe and efficient manner and be aware of the Lone Working Policy / Health and Safety Policy and Procedures. • Participate in the Risk Assessment processes. • Ensuring the safety of the parents, children and young persons through ongoing risk assessments and monitoring.
Organisational
• Participate in relevant training and opportunities to increase and develop knowledge. • Conduct administrative duties relating to Calan DVS e.g. maintain support plan records and reviews, record statistics and provide reports as required. • Promote public awareness of the work of Calan DVS, DA Support Services, Women's Aid and Domestic Abuse Issues. • Ensure that all work is conducted to the highest professional standards and complies with Calan DVS Policies and Procedures. • Follow Calan DVS Equal Opportunity Policy and Diversity Strategy and observe the standard of conduct which prevents discrimination taking place. • Attend and participate in team meetings. • Prepare for and participate in supervision, appraisals, and team reviews. • To promote the ethos that families can be supported to stay together and overcome the dynamics resulting from domestic abuse.
Other Duties and Responsibilities
• Keep up to date with relevant legislation, local strategies, Policies and Procedures • Assist with organising and take part in promotional, educational, and funding activities as required. • Ensure that all activities are within Calan DVS budgets. • Work flexibly to provide the service which may include weekend and evening work. • Work flexibly to cover for other posts as required/appropriate. • Work within Calan DVS Codes of Practice. • Maintain confidentiality in relation to service users, staff and projects. • Participate in the 24-hour emergency on-call system. • To undertake any other duty reasonably requested by their Manager/Management.
This job description is indicative of the range of current duties and responsibilities of the post, it is not comprehensive. It is inevitable that the duties will change as the role develops, and it is essential, therefore, that it should be regarded with a degree of flexibility, so that changing needs and circumstances can be met, all changes will be discussed fully.

Personal Specification
Essential:
You will be able to demonstrate the following key knowledge, skills, behaviors, and experience: • Minimum NVQ Level 3 or equivalent in a relevant field or willingness to work towards one, i.e., social care or health. • Experience of working collaboratively with organisations in the community to raise awareness, network and build partnerships. • Proven experience of facilitating group work with vulnerable adults, children, and young people. • Commitment to ongoing professional development. • Minimum of 2 years working with vulnerable adults/families and/or children and young people. • Proven experience of liaising with statutory and voluntary agencies. • Proven ability to assess needs and an in depth understanding of the role of key worker. • Experience of needs assessment, risk assessment, risk management and support planning. • Knowledge and understanding of the issues associated with domestic abuse and its effects on families. • Ability to engage families in solution- focused problem solving. • Proven experience of liaising with other appropriate organisations and agencies. • Commitment to the principles, aims and objectives of Calan DVS. • Willingness to work flexible hours, including evenings and weekends, and to take part in a 24-hour emergency on call rota. • Possession of a valid full driver's licence and ability to use own car for work purposes. • Good verbal and written communication skills, including report writing. • Ability to work on own in an unsupervised setting or as part of a team. • Enthusiastic, positive, and energetic approach • Awareness of equal opportunities and ability to work in a non-discriminatory way. • Knowledge of legislation relating to Children Act 1989, Crime and Disorder Act 1998 and relevant education legislation. • Knowledge of human rights and children's rights • Knowledge of relevant legislation concerning adults, children, and young people. • Good verbal and written communication skills, including report writing. • Ability to work on own in an unsupervised setting or as part of a team. • Enthusiastic, positive and energetic approach. • Awareness of equal opportunities and ability to work in a non-discriminatory way.

Desirable
• Ability to speak Welsh. • Welsh Women's Aid, Certificate/Award Level in Preventing and Tackling Domestic and Sexual Abuse/Violence. • NVQ Level 4 or equivalent in a relevant field, i.e. social care or health. • Qualification or training in domestic abuse. • Experience of working in a domestic abuse related discipline. • Experience of advocating for vulnerable people. • Ability to speak Welsh. • Experience of working in supported housing projects. • Knowledge of Adult and Child Safeguarding criteria and referral process. • Knowledge of human rights and children's rights. • Knowledge of relevant legislation concerning adults, children and young people. • Knowledge of policy and legislation on child protection.