

**OMAGH WOMEN'S AID
JOB DESCRIPTION**

Omagh Women's Aid provides a range of services to women and children experiencing or who have experienced domestic and sexual violence. As well as delivering direct services Omagh Women's Aid also provides training to statutory, voluntary and community organisations.

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| Job Title | Domestic Violence Support Worker |
| Location | Community and refuge based |
| Reports to | Senior Floating Support Worker |
| Salary | £14,025 (fte 37 hours £18,870) |
| Job purpose | To identify, assess and respond to the needs and risks of families affected by domestic and sexual violence and at risk of homelessness in accordance with Omagh Women's Aid policies and procedures. |
| Annual Leave | 25 days per annum |
| Hours | 27.5 hours per week - please note this post requires weekend, evening and bank holiday work. The post also requires participation in an on-call rota approx 5 nights per month. |
| Disclosure check | This post is subject to an enhanced disclosure ACCESS NI check |

This post is funded by –
Supporting People



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| Key Responsibilities |
| SUPPORTING WOMEN AND CHILDREN |
| <p>To assess risk and need and to develop a support plan with each individual woman to contain agreed objectives, timescales and review periods.</p> <p>To give practical support and assistance to families experiencing or who have experienced domestic or sexual violence to enable them to remain in their own homes and to prevent homelessness.</p> <p>To assist women to access other services both from within Women's Aid and other agencies/groups.</p> <p>To work within the self-help and empowerment philosophy of Women's Aid.</p> <p>To work within the stated guidelines and boundaries which are informed by Omagh Women's Aid policies and procedures.</p> <p>To facilitate/co-facilitate groupwork programmes.</p> |
| ON-CALL |
| <p>To participate in Omagh Women's Aid on-call rota approx 5 nights per month.</p> |
| TEAM WORKING |
| <p>To participate in the provision of a comprehensive service which is responsive to the needs of women and children.</p> <p>To contribute to effective relationships within the team through collaborative working and discussion.</p> <p>To respect the roles and responsibilities of all members of the team.</p> <p>To participate in team meetings respecting other opinions and differences.</p> <p>To participate in office "light-cleaning" rota.</p> |

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| ADMINISTRATION |
| <p>To accurately maintain recording and monitoring systems in place.</p> <p>To participate in the introduction and use of an internet-based recording system (OASIS).</p> <p>To be aware of the financial constraints of the organisation and adhere to Omagh Women’s Aid policies and procedures in the management of any monies associated with the project.</p> |
| CONFIDENTIALITY |
| <p>To respect the confidentiality of all information received as a result of your duties.</p> |
| FUNDRAISING |
| <p>To contribute to the fundraising need of the project/organisation and actively participate in fundraising activities as required.</p> |
| TRAINING |
| <p>To prepare for and attend supervision sessions.</p> <p>To provide verbal/written reports as requested.</p> <p>To be aware of your own training needs and to attend relevant training courses in consultation with your Line Manager.</p> <p>To keep yourself informed of policy and legislative changes in relation to area of work.</p> |
| INTERNAL AND EXTERNAL CONTACTS |
| <p>To deliver domestic and sexual violence awareness sessions training when required.</p> <p>To ensure positive and effective relationships with –</p> <ul style="list-style-type: none"> - Service users - Staff and volunteers - All key stakeholders and inter-agency partners - To represent Omagh Women’s Aid and families you are working with at external meetings and events. |
| ANY OTHER DUTIES |
| <p>Any other duties as may be specified by Senior Management Team.</p> |