0300 32 32 100 (option 1)
admin@empowermentcharity.org.uk
www.empowermentcharity.org.uk

Empowerment Charity

Job Description

Job title:	Children's Independent Sexual Violence Advisor (CISVA)
Location:	Empowerment Base
Reports to:	The Den Manager
Hours of work:	35 hours per week (to be worked flexibly)
Salary:	£26,500 per annum, rising to £27,500 for candidates holding the relevant professional qualification.
Holiday entitlement:	29 days per year (plus bank holidays)
Pension:	Auto enrolment into the workplace pension scheme

Role Purpose:

You will provide specialist, trauma-informed support to children and young people aged 5–18 who have experienced sexual violence alongside domestic abuse. Working within the DEN, you will build safe, trusting and consistent relationships, helping young people understand their experiences, identify their needs and priorities, and develop confidence, emotional wellbeing and resilience. You will provide flexible, child-led support that responds to individual risk, readiness to engage and circumstances, ensuring young people's voices are heard and that they can access the right support at the right time.

Main Responsibilities:

- Make proactive contact with children and young people within the timescales set out in service procedures.
- Provide specialist one-to-one support to children and young people experiencing sexual violence alongside domestic abuse, working in a sensitive, non-judgemental and trauma-informed way.
- Work in a child-led manner, supporting each young person to identify their needs, priorities and goals and adapting sessions to their age, circumstances, risk and readiness to engage.
- Build safe, consistent and trusting relationships, recognising that trauma, fear, stigma and previous negative experiences may affect engagement.

- Use creative, activity-based and other appropriate methods to help young people communicate, express their feelings and make sense of their experiences.
- Assess and respond to safeguarding concerns and changing levels of risk, taking appropriate action where a child or young person may be at risk of harm.
- Ensure children and young people understand their options and are supported to access the services and entitlements available to them.
- Provide advocacy and facilitate access to relevant agencies, helping young people navigate services.
- Make safeguarding referrals to Children's Social Care and other relevant services when appropriate, and share information in line with safeguarding procedures and confidentiality requirements.
- Work in close partnership with colleagues across The DEN and Empowerment, including relevant emotional wellbeing and bereavement support, to provide a coordinated response to need.
- Develop and maintain strong professional relationships with schools, Children's Social Care, Early Help, police, health services, MARRAC, and other relevant safeguarding and community partners.
- Attend and contribute to multi-agency meetings as appropriate, sharing relevant information and following up on agreed actions.
- Manage own caseload by maintaining accurate records of all cases, monitor outcomes and work in a proactive way to support and further develop service provision.
- Seek feedback from children, young people and families and use it to shape and improve the accessibility, relevance and quality of support.
- Contribute to group work, peer-based activities and opportunities for young people to build connection, reduce isolation and have their voices heard, where appropriate to the role.
- Understand and follow the legal and organisational frameworks relating to child protection, safeguarding, information sharing and domestic abuse.

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Staff Development:

- Be flexible and responsive to the needs of individual children and young people and the service.
- Attend and participate in team meetings and the supervision process.
- Participate in relevant training and development opportunities and take responsibility for own learning and professional development.
- Develop own knowledge and practice and contribute to the learning and effectiveness of the wider team.
- Contribute positively to team working and collaborative practice

Person Specification

At Empowerment we firmly believe in treating everyone with fairness, respect, and equal consideration, irrespective of their personal characteristics. We are committed to upholding a culture of inclusivity and diversity valuing the unique perspectives and talents that each individual brings.

At Empowerment we are actively seeking individuals who possess a strong foundation in the desired skills and qualifications for a specific job role. While meeting all the criteria is certainly advantageous, we also recognise the value of diverse perspectives and are open to considering candidates who demonstrate potential and a genuine passion to learn and grow in the role. We believe in providing opportunities for individuals to thrive, and we encourage all motivated candidates to apply, regardless of whether they meet every single requirement.

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Knowledge, Skills and Abilities:

- Ability to develop positive, empowering relationships with children and young people and to build trust with those who may find services difficult to engage with.
- Understanding of the impact of sexual violence, domestic abuse and trauma on children and young people.
- Knowledge of child safeguarding and the ability to recognise, assess and respond appropriately to risk.
- Excellent interpersonal and communication skills, including the ability to communicate with children and young people in age-appropriate ways.
- Ability to work in a child-led, trauma-informed and non-judgemental manner.
- Good liaison, advocacy and multi-agency working skills.
- Good organisational, analytical, record-keeping and report-writing skills.
- Competent use of IT systems and an understanding of confidentiality and information sharing.
- Ability to work constructively as part of a team while managing an individual caseload.
- An enthusiastic, self-motivated approach, with initiative, creativity and a commitment to continuous improvement.
- Ability to manage time effectively, work under pressure and meet deadlines while maintaining high standards of practice.

Experience:

- Experience of working with children and young people.
- Experience of working within an ISVA role (or similar qualification) or willingness to work towards one.
- Experience or understanding of safeguarding children and multi-agency safeguarding procedures.

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- Experience of supporting children or young people affected by trauma, domestic abuse or sexual violence, or a demonstrable willingness to develop specialist knowledge in this area.
- Experience of using different approaches to communicate with children and young people.
- Experience of assessing or managing risk and responding to safeguarding concerns.
- Experience of maintaining records and working within confidentiality and organisational procedures.
- Experience of multi-agency working is desirable.

Personal Qualities:

- Enthusiasm and a genuine commitment to supporting children and young people.
- A demonstrable belief in the rights of service users and a commitment to anti-discriminatory practice.
- A positive, professional attitude and non-judgemental approach.
- Kindness, patience, empathy and flexibility.
- Honesty, integrity and reliability.
- Commitment to the organisation's vision, mission and values.

General Responsibilities:

- Maintain confidentiality and compliance with the General Data Protection Regulations. (GDPR)
- To demonstrate kindness and respect at all times to the people who engage with this service and to colleagues**.**
- To put the people who we support at the heart of everything we do.
- To comply with all policies and procedures relating to the service.

- Ensure accurate records and documentation are maintained in line with both statutory and organisational requirements.
- Promote people's equality, diversity and rights.
- Contribute to developing and maintaining cultures and strategies in which people are respected and valued as individuals.
- Promote, monitor and maintain health, safety and security in the workplace in line with relevant legislation at all times.
- Staff will be required to work flexibly and attend meetings, training and supervision to ensure the effective operation of the service.
- Reliability (in terms of tasks given and attendance).
- Commitment to the organisations' vision, mission and values.

Special Requirements:

- Driver with a car *(If you have a disability which does not enable you to drive a car, Empowerment will discuss reasonable alternative arrangements for travel).*
  Your car insurance cover will need to include business use as you will be using your car in the course of carrying out this role.
- This post is subject to an enhanced application to the Disclosure and Barring Service (DBS).