

**EDAN Lincs**

**IDVA-Independent Domestic Violence Adviser**

Person Specification

| **Essential** | **Desirable** |
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| **Knowledge and Experience** | |
| Hold relevant qualifications at NVQ level 3 or equivalent experience. |  |
| Experience of Working with vulnerable people. |  |
| Safeguarding experience |  |
| Have an excellent understanding of domestic abuse including the impact on victims and their children and the legal and practical remedies available to these clients. |  |
| Have theoretical, practical and procedural experience of civil and criminal justice remedies for victims of domestic abuse and their children. |  |
| Have an excellent understanding of the context of IDVA services and best practice when working with high risk victims of domestic abuse. |  |
| Have knowledge of other voluntary and statutory services involved in the response to domestic abuse. |  |
| Have an understanding of multi-agency partnerships and legalities of information sharing in domestic violence cases. | Experience of working within a multi-agency and legislative framework. |
| Understand child protection issues, and the legal responsibilities surrounding these issues. |  |
| Understand the principles of risk assessment, safety planning and risk management for victims of domestic abuse and their children. |  |
| Understand and be committed to equal opportunities and diversity issues in policy and practice. |  |

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| **Skills and Abilities** | |
| Have excellent communication, negotiation and advisory skills, both written and verbal when interacting with a range of agencies and individuals. |  |
| Have strong crisis management skills and the ability to deal with stressful and difficult situations. |  |
| Ability to manage own caseload. |  |
| Ability to work independently and be accountable. |  |
| Ability to communicate effectively with service users, staff, agencies, statutory and no- statutory organisations. |  |
| Good administrative and organisational skills. |  |
| Ability to maintain records and write reports to a high professional standard. |  |
| Be able to manage change and growth within your organisation. |  |
| Reasonable level of computer literacy | Recognised IT qualification. |
| Flexible and adaptable attitudes to working practices |  |
| **Attitudes** | |
| Understanding of and empathy with WLDAS’s aims and a commitment to those experiencing domestic abuse. |  |
| Commitment to the human and legal rights of vulnerable people. |  |
| Commitment to equal opportunities and the diverse needs of clients. |  |
| Act with integrity and respect when working with all clients, agencies and individuals. |  |
| Recognition of the complex nature of domestic abuse and commitment to acknowledging the unique nature of each case |  |
| Ability to communicate effectively with service users, staff, agencies, statutory and no- statutory organisations. |  |
| Show initiative and be proactive when managing your case load and interacting with your clients and agencies you’re working with. |  |
| Holistic approach to case management and commitment to sustainable solutions |  |
| Flexible and adaptable attitudes to working practices and willingness to contribute to the success of the team. |  |
| Ability to challenge in an assertive but non-confrontational manner |  |
| Good attendance record and the ability to cope with pressure. |  |
| Willingness to undertake training as specified by EDAN Lincs |  |
| Be flexible and willing to work in a range of all types of statutory and voluntary sector environments. |  |

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| **Competencies** | |
| I provide professional advice that is clear, concise and in line with EDAN Lincs values. |  |
| I have a clear understanding and adhere to the relevant protocols on information sharing. |  |
| I escalate issues upward where there is an identified need. |  |
| I identify and quantify potential risk and take appropriate actions. |  |
| I understand and adhere to the EDAN Lincs safeguarding policies and procedures. I seek guidance should a safeguarding issue arise. |  |
| I ensure that I correctly implement EDAN Lincs policies and procedures for risk management. |  |