

IDVA Person specification

Person Specification	Essential or Desirable	Assessment Method*
Education and qualifications		
<ul style="list-style-type: none"> • Good standard of general education 	E	A
<ul style="list-style-type: none"> • Relevant degree or qualification 	D	A
<ul style="list-style-type: none"> • CAADA qualification 	D	A
Experience		
<ul style="list-style-type: none"> • Significant proven experience of providing emotional and practical support to survivors of domestic violence 	E	A/I
<ul style="list-style-type: none"> • Experience of identifying and responding to the risks to and needs of survivors of domestic violence 	E	A/I
<ul style="list-style-type: none"> • Experience of providing, non-judgemental, non-directive and confidential support to women and of encouraging women to take control of their lives and set realistic objectives and goals 	E	A/I
<ul style="list-style-type: none"> • Experience of working in a residential setting/refuge/women's advice centre or other relevant agency 	D	A/I
<ul style="list-style-type: none"> • Experience of attending court in a professional capacity 	D	A/I
Abilities/skills/ knowledge		
<ul style="list-style-type: none"> • Knowledge of the dynamics and impact of domestic violence and how best to support survivors 	E	A/I
<ul style="list-style-type: none"> • Understanding of multi-agency partnership structures, including the MARAC, in responding to domestic violence 	E	A/I
<ul style="list-style-type: none"> • Understanding of issues relating to the safeguarding of children 	E	A/I
<ul style="list-style-type: none"> • Working knowledge of the legal system as it relates to survivors of domestic violence 	E	I/T
<ul style="list-style-type: none"> • Up to date knowledge of housing, criminal, civil and welfare rights 		

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<p>legislation relating to domestic violence</p> <ul style="list-style-type: none"> • Evidence of the ability to speak up and present well-structured cases in settings such as criminal and civil proceedings • Demonstrable strong written and verbal communication skills; to be able to write reports, deliver presentations, and to communicate with stakeholders in a clear and effective way • Evidence of the ability to be an ambassador for Refuge and to communicate and work in accordance with Refuge's philosophical principles • Excellent negotiation and advisory skills, and can apply these with a range of individuals and agencies • Evidence of the ability to work effectively on own initiative, with minimal direct supervision and as part of a team • Evidence of the ability to manage in a crisis and to work under pressure within a stressful working environment • Flexible and proactive approach to working, with good organisational and administrative skills • Demonstrable ability to use Microsoft Office (word, excel, outlook, access), and to collect and analyse statistics • The ability to be aware of the impact of their behaviour upon others, with a commitment to continuous development 	<p>E</p>	<p>I/T</p> <p>I/T</p> <p>A/I/T</p> <p>A/I/T</p> <p>I</p> <p>I</p> <p>I</p> <p>I</p> <p>I/T</p> <p>A/I</p>
General		
<ul style="list-style-type: none"> • A commitment to follow the policies, procedures and philosophical principles of Refuge and be committed to empowerment, support and equality which underpin all of the work undertaken by Refuge. 	<p>E</p>	<p>I</p>

***Assessment method:**

A: Application I: Interview T: Test

Notes

- 1) This post is subject to the Rehabilitation of Offenders Act (Exceptions Order) 1975. Due to the nature of our work it will be necessary for an enhanced disclosure to be made to the Disclosure and Barring Service for details of any previous criminal convictions which are not protected under the Act.
- 2) Occupational Requirement under Schedule 9 (part 1) of the Equality Act 2010 applies.