

**JOB DESCRIPTION**  
(To be read in conjunction with Person Specification)

**Linking Leeds Domestic Abuse Service**

<b>POST:</b>	Domestic Abuse Specialist Social Prescriber (DASSP)
<b>SALARY:</b>	NJC Point 17
<b>ACCOUNTABLE TO:</b>	Domestic Abuse Specialist Social Prescriber Team Leader
<b>RESPONSIBLE FOR:</b>	NA

**ORGANISATIONAL EXPECTATIONS:**

Community Links aims to provide a high quality customer service adhering to the principles of best practice, promoting equal opportunities and working positively with diversity. Community Links is an ambitious, forward thinking organisation and you must be committed to developing and enhancing the services we provide.

The organisation expects all its employees to carry out their duties in a professional manner with a client focus, ensuring that respect and courtesy is shown to them, colleagues, other service providers and all those in contact with the organisation. You are expected to uphold the values and ethos of Community Links at all times.

**OUTLINE OF POST:**

Linking Leeds exists as a consortium of seven local partners with 10 years' collective experience delivering Social Prescribing for Leeds brilliant and diverse communities. The Leeds Social Prescribing aims to improve physical, mental and social health and wellbeing, through a holistic approach to improve quality of life and confidence in self-management and supporting independence.

This role will work within a social prescribing framework with a specialism in Domestic Abuse support.

**MAIN TASKS:**

1. Keep up to date with policies, guidelines, procedures and practices.
2. Participate in team meetings and other meetings as required.
3. Represent Community Links in a knowledgeable and professional manner at all times.
4. Maintain appropriate professional boundaries at all times.

5. To be able to maintain an effective efficient level of working alongside an active case load and managing time appropriately.
6. Identify own training and development needs in conjunction with your line manager and participate in training opportunities as directed.
7. Support all victims and survivors aged 16 and above with current or historic domestic abuse.
8. Support all those effected by domestic abuse in the household, having a keeping children safe approach.
9. Provide advocacy, emotional and practical support and information to victims, survivors including but not limited to legal options, housing, health and finance.
10. Work in partnership with key safeguarding agencies to address the safety needs of high risk victims.
11. Ensure all victims and survivors safety plans are regularly updated and relevant, consistent updates and actions are shared with the CCG MARAC representatives and designated safeguarding leads
12. Manage a case load ensuring each victim survivor receives the appropriate service, individual to their needs.
13. Support empowering the victim survivor, to regain personal control of their choices, and ability to continually support themselves when Linking Leeds support has ended.
14. Support the victim survivor to recognise domestic abuse which relates to their current situation and possibly historic relationships.
15. Work closely with external agencies to meet the victim survivor support needs where those needs are specialist/complex e.g. Mental Health, Substance Misuse, BME etc.
16. Provide an easily accessible source of expertise and support to GPs and clinical staff in the management of individual cases as required.
17. Accept referrals from GPs, midwives, Mental Health Services, A&E, Cluster Teams, statutory and third sector agencies and clinical staff in response to routine enquiry or other disclosures and provide a timely response, including feeding back to the referrer, as appropriate.
18. Develop and maintain excellent working relationships with GPs and all practice staff.
19. Work flexibly across the practices identified

20. Provide DVA awareness training to GPs and practice staff and support practices to obtain the Safer Leeds DVA Quality Mark

21. Partake in Community Links Personal Development Review system.

The above duties are indicative of the requirements of the post at the time of recruitment. You will be expected to undertake other duties as may be reasonably required commensurate with the post, at the initial place of work or at other locations from which Community Links operates.

**Please note** this job description is not intended to be exhaustive. The post holder will be expected to adopt a flexible approach to the tasks, which may be varied from time to time following discussion with line management. Any variations will be subject to the operational requirements and will be in keeping with the general profile of the post.

## Person Specification – Domestic Abuse Specialist Social Prescriber (DASSP)

The person specification should be read in conjunction with the job description. It is used at the short listing and interview stage to decide how suitable each candidate is to take on the role.

Community Links does not necessarily expect that each candidate will fulfil all the criteria listed in the Desirable column but any 'gaps' could form areas for development in the future.

Approach	Essential	Desirable	Identified by: A=application I=interview E=exercise
Demonstrate understanding and commitment to equal opportunities and diversity	✓		A,I
Demonstrate a commitment and enthusiasm for working with our service user group	✓		A, I
Able to build and maintain relationships whilst maintaining appropriate professional boundaries	✓		A,I
Demonstrate a willingness to participate in shaping the future of the organisation by taking on responsibilities and projects in addition to core workload	✓		I
Demonstrate the ability to undertake work with high degree of accuracy and strong attention to detail	✓		A, I, E
Demonstrate a commitment to enabling and empowering clients to become actively involved in Community Links	✓		A, I, E
Knowledge & Skills	Essential	Desirable	
To have an excellent understanding of: Violence against women; domestic, sexual and honour based violence and abuse, stalking and forced marriage and the impact on victims/survivors and their children	✓		A, I
Excellent crisis management skills and the ability to deal with stressful and difficult situations	✓		A, I
Excellent technical literacy of Microsoft Applications e.g. Word, Excel, Power point, Outlook, Access	✓		A, E

Good verbal and written communication skills, including accuracy and attention to detail	✓		A, I, E
Good interpersonal skills including listening and display empathy	✓		A, I
Must possess strong facilitation skills in supporting team members to relate organisational change to the practicalities of their work	✓		A, I
Knowledge and understanding of safeguarding responsibilities	✓		A, I
Knowledge of Child Protection Policies & Procedures	✓		A, I
Ability to motivate colleagues to achieve the highest standards and be a role model who promotes and is passionate about the values of the organisation	✓		A, I
Where required take a location lead for safeguarding and escalate where appropriate	✓		A, I
Be responsible for the on-site health and safety of clients and colleagues	✓		A, I
Have access to a car for work purposes and hold a full current UK driving licence	✓		A
A second Language E.g. Urdu, Polish, BSL		✓	A
An understanding of financial management and the requirement to manage resources within set budgets		✓	A, I
<b>Experience</b>	<b>Essential</b>	<b>Desirable</b>	
Have extensive experience of working with service users experiencing or historic experience of Domestic Abuse.	✓		A, I
Have a good understanding of what Domestic Abuse provisions are available across Leeds.	✓		A, I
Successful track record of using own initiative to lead and manage team members within vulnerable adult, young person's services and children	✓		A, I
Successful track record of leading and motivating teams to deliver high quality services	✓		A, I
Experience of reviewing individual / team progress and managing individuals to perform to agreed targets	✓		A, I

Experience of or confidence in delivering DVA training to GPs, practice staff and the wider team	✓		A, I
Experience of mental health either as service user, carer, worker or volunteer.		✓	A