

## Role Profile

<b>Job Title</b>	<b>Identification and Referral to Improve Safety (IRIS) Advocate Educator</b>
<b>Location:</b>	<b>Colindale/Hybrid</b>
<b>Directorate:</b>	<b>Family Services</b>
<b>Service:</b>	<b>Violence Against Women &amp; Girls (VAWG)</b>
<b>Grade:</b>	<b>G</b>
<b>Salary Range:</b>	<b>£36,585 - £40,182 pro rata for 29.5 hours per week (£29, 979 - £32,927)</b>
<b>Reports to:</b>	<b>VAWG Training and Community Engagement Specialist</b>

### 1. Job Purpose:

The IRIS Advocate Educator is responsible for promoting the IRIS programme, building and maintaining relationships with general practice teams, and providing ongoing support and advocacy for patients experiencing domestic abuse.

You will assist the IRIS Clinical Lead to deliver training to staff in general medical practices plus on-going support for health professionals. You will complete risk and needs assessment, undertake safety and support planning and provide advocacy and support for victims and survivors of domestic abuse, following referral into the service via their GP. You will work closely with the IRIS Clinical Lead and VAWG Training and Engagement Specialist to promote the IRIS programme within Barnet and encourage local general practices to sign up to the IRIS programme.

### 2. Key accountabilities:

#### Direct Support to Survivors and Victims of Domestic Abuse

- Provide support to victims and survivors of domestic abuse, including risk and needs assessment, safety planning, using tools such as DASH, direct casework support, advice, information, and advocacy through telephone contact and meetings.
- Develop plans with victims and survivors of domestic abuse and implement tailored support plans based on individual needs and risks.
- Facilitate access to safe accommodation, health services, legal advice, and other relevant support.
- To undertake pro-active case work to reduce risk and make victims safer including visiting in the community and at home as needed, undertaking assertive outreach work to engage multiple-needs victims and survivors, working jointly with partner agencies, participating in and

- chairing case reviews, professional meetings, reporting to Court and other forums, delivering actions within timescales, advocating for victims and meeting agreed targets.
- To assess and balance risk and protective factors within a legislative, theoretical, best practice and policy framework.
  - Advocate on behalf of service users with external agencies where appropriate.
  - To communicate effectively with victims and survivors, their families where appropriate ensuring that their views are heard and recorded accurately
  - To undertake risk reduction interventions using a range of methodologies
  - To utilise problem solving skills within the context of a professional relationship with victims, their families where appropriate
  - To use research findings and statutory guidance to inform practice
  - To understand, respect and promote the rights of victims and survivors of domestic abuse
  - To ensure all matters in respect of child and adult safeguarding are dealt with promptly, effectively and in line with procedures
  - To understand, respect and promote the rights of victims.
  - Support the Barnet team with their duty process and attending one stop shop on a rota basis.
  - To take part in working groups to deal with specific issues or tasks as requested

## Training and Engagement

- Encouraging general practice health professionals to ask patients about their experience of abuse, responding, recording, safety checking, and referring.
- Facilitate training for, and provide ongoing support to health professionals in general practice and pharmacies on understanding and responding to domestic abuse
- Promote awareness of the experiences and needs of individuals living with or experiencing domestic abuse, particularly in relation to their health
- Develop good working relationships with all general practice staff , and maintain effective relationships with general practice teams and other agencies in the borough.
- Assist the IRIS Clinical Lead in delivering the IRIS Training to GP Practices staff
- Assist the VAWG Training and Engagement Specialist in delivery of training and coordination of engagement activity.

## Partnership with other Agencies

- To actively promote the experiences and needs of women affected by Domestic Abuse, particularly in relation to their health, in partnership with the IRIS Clinical Lead and VAWG Training and Engagement Specialist To ensure assessments include views from other agencies as part of undertaking a holistic analysis of needs/risks of victims and perpetrators.
- To ensure there is good communication and liaison between the staff of the service and other agency professionals.
- To ensure that contacts and requests from other agencies are met with a helpful and timely response from all staff within the service.
- To ensure that staff within the service have a good understanding of the roles

and responsibilities of key agencies including their statutory responsibilities.

- To work with other agencies on projects and service developments which promote an integrated approach and multi-disciplinary working.
- To represent the service across the professional network and form productive working relationships with key professionals from other agencies.
- To understand information sharing requirements and to share information as needed about victims, perpetrators and their families with other agencies in order to reduce the risk of harm, promote their welfare and prevent crime in line with the requirements of the UK General Data Protection Regulation (GDPR) and Data Protection Act 2018, the common law duty of confidentiality (in relation to information shared by a victim with a professional with an expectation of confidentiality), the Information Commissioner's Office's (ICO) Data Sharing Code of Practice

### **Information:**

- Keep and maintain accurate and confidential records of all work undertaken with or on behalf of survivors and victims
- Contribute to the collection of service outcomes and to use clear and coherent targets and monitoring systems to provide evidence that outcomes are met
- To use systems and performance information to improve service delivery, including gathering and analysing statistical information in order to facilitate effective managerial decision making.
- To keep abreast of new legislation, guidance and regulations relating to the service area, acting as a specialist for the department as required.
- To make full and proper use of IT systems in order to carry out the management functions of the post effectively.

### **Professional Development and Supervision**

- Undertake or hold a minimum Level 3 qualification relevant to domestic abuse support.
- Participate in regular line management and clinical supervision.
- Engage in continuous professional development and training, including specialist areas (e.g., child victims, older people, LGBTQ+ victims).

### **General**

- Operate within the Council's financial regulations, budgetary framework, and the service's delegated powers to minimise the risk of a breach and ensure that the service delivers value for money.
- Ensure all financial transactions actioned are recorded and accounted for to the standards required.
- Be committed to the Council's core values of public service, quality, equality and empowerment.
- This post may be required to carry out other reasonable duties commensurate with the grade, as requested by line manager.
- This job description is not exhaustive and may change as the post or the needs of the Council develop. Such changes will be subject to consultation between the post holder and their manager and, if necessary, further job evaluation.
- Work with a degree of flexibility required to perform work not specifically referred to above

although falling within the scope of the post at the appropriate grade.

**3. Financial Responsibilities:**

None

**4. Staff Responsibilities**

None

**5. Health and Safety Responsibilities:**

Take responsibility for Health & Safety in the workplace, identifying, acting upon and where appropriate escalating any risks.

**6. Promotion of Corporate Values**

To ensure that customer care is maintained to the agreed standards according to the council's values. To ensure that a high level of confidentiality is maintained in all aspects of work. Our values:

**Caring / Learning to Improve / Inclusive / Collaboration**

**7. Flexibility**

In order to deliver the service effectively, a degree of flexibility is needed and the post-holder may be required to perform work not specifically referred to above. Such duties, however, will fall within the scope of the post, at the appropriate grade.

**8. The Council's Commitment to Equality**

To deliver the council's commitment to equality of opportunity in the provision of services. All staff are expected to promote equality in the workplace and in the services the council delivers.

## PERSON SPECIFICATION

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<b>Criteria</b>	<b>Essential/Desirable</b>	<b>Assessed by:</b>
<b>Professional Membership/Qualification</b>		
Level 3 regulated qualification in supporting victims of domestic abuse (e.g., SafeLives IDVA training or equivalent).  Demonstrable knowledge of: <ul style="list-style-type: none"> <li>• Domestic abuse legislation and safeguarding frameworks (e.g., Domestic Abuse Act 2021, Children Act 1989, Care Act 2014).</li> <li>• Civil, family, and criminal justice processes, including protective orders and special measures.</li> <li>• Risk assessment tools such as DASH and safety planning frameworks.</li> <li>• Understanding of trauma-informed practice and intersectional needs of victims.</li> <li>• Commitment to ongoing professional development and willingness to undertake clinical supervision</li> </ul>	Essential	Application
Experience in working as an IRIS Advocate Educator	Desirable	Application
<b>Experience &amp; Knowledge</b>		
Significant experience of working with victims and survivors of domestic abuse or with service users with complex needs	Essential	Application/Interview
Experience of risk assessment, safety planning and case management	Essential	Application/Interview
Experience delivering training and awareness raising	Essential	Application/Interview

Experience building and maintaining effective relationships with multi-agency partners	Essential	Application/Interview
Sound knowledge of safeguarding for adults and children	Essential	Application/Interview
Experience of writing and maintaining clear and concise case notes, reports and assessments etc.	Essential	Application/Interview
Experience of dealing with conflict and difficult situations in a professional manner	Essential	Application/Interview
<b>Skill &amp; Ability</b>		
Ability to communicate effectively to victims, their families and at all levels professionally to a high standard	Essential	Application/Interview
Ability to work quickly and effectively using ICT to produce high-quality written work, manage case work in the service, produce good quality data and manage individual / team calendars.	Essential	Application/Interview
Ability to represent the service well in a number of forums	Essential	Application/Interview
Ability to establish and maintain appropriate professional boundaries with colleagues and service users	Essential	Interview
Sound knowledge of legislation and relevant guidance	Essential	Interview
Progressive knowledge of current research and evidence-based practice	Essential	Interview
<b>Special Job Requirements</b> <ul style="list-style-type: none"> <li>• Enhanced DBS check required.</li> <li>• Occasional evening or weekend work may be required.</li> <li>• Travel across the borough and to court or multi-agency meetings may be necessary.</li> <li>• Willingness to work flexibly and beyond office hours as and when necessary</li> </ul>	Desirable	Application/Interview
Ability to understand and work with clients who have complex and multiple needs	Essential	Interview
Ability to engage clients who are resistant / avoidant	Essential	Interview
Ability to challenge and motivate clients and bring about change	Essential	Interview
Ability to establish and maintain effective working relationships across the Council and with external partners	Essential	Interview
<b>Values &amp; Behaviours</b>		
<b>Caring</b>		

Integrity- I work with candidates and colleagues in a way that builds trust.	Essential	Interview
Empathy- I say “thank you” and “well done” where appropriate, and take time to ‘check in’ to see if the people I work with are ok	Essential	Interview
Support- I support my colleagues to deliver excellent services. I focus on resolving any issues and capturing lessons learnt	Essential	Interview
<b>Learning to Improve</b>		
Insight- I regularly rely on evidence and professional standards to support my work and decision making.	Essential	Interview
Agile- I am fully empowered to act within the scope of my role	Essential	Interview
Growth Mindset- I take responsibility for my own personal development, growth and learning and support others with their learning and development where I can	Essential	Interview
<b>Inclusive</b>		
Personal Responsibility- I am curious about what is important to others around diversity. I reflect and act upon this curiosity to improve my own understanding	Essential	Interview
Engage with discomfort- I am open to and reflect on what makes me uncomfortable and use my engagement with others to challenge myself and constructively challenge others	Essential	Interview
Champion Diversity- I recognise the advantages and importance of equality, diversity and inclusion in delivering outcomes for residents, and take an active role to ensure they are implemented and integrated in everything I do.	Essential	Interview
<b>Collaborative</b>		
One Team- I actively and purposefully build my network of relationships with people across the Council and with partners. I proactively seek feedback and evidence as a way of learning from and improving the way I work with others	Essential	Interview
Accountable- I accept responsibility for my own actions and decisions, and demonstrate commitment to ensuring these align to what is best for Barnet	Essential	Interview
Outcomes Focused- I adapt my way of working to best suit the outcome we are trying to achieve within the scope of my role and professional standards	Essential	Interview

