

Role Profile

Job Title:	Tackling Exploitation and Serious Adult Violence Coordinator
Location:	Colindale
Department:	Tackling Violence & Exploitation (TVE)
Directorate:	Family Services
Grade:	J
Salary Range:	£46,512 - £51,522
Reports to:	Strategic Lead for Tackling Violence and Exploitation

1. Job Purpose:

- To coordinate and support delivery of; Barnet's Serious Violence Duty, Serious Violence Reduction Plan; and 'Keeping People Safe' - Tackling Violence and Exploitation strategy.
- To lead, coordinate, and drive Barnet's multi agency, Serious Violence Strategy and Violence Reduction Plan.
- In congruence with the VRU and Public Health approaches to reducing violence, this role is to strategically work with key stakeholders including Police, Health, Education, Probation, Housing and Voluntary and Charity sector organisations to:
 - Deliver and provide quarterly reports to Barnet's Violence Reduction Plan,
 - To develop and deliver key performance indicators that understand Barnet's Profile of violence.
 - To advise senior managers and leaders to the changing themes of violence in Barnet and to support the development and management of further project bids that help reduce and tackle violence.
 - To monitor and coordinate with partners our community responses that support reassurance and community healing when violence occurs.
- To chair Barnet's multi agency; Tackling Adult Violence and Exploitation Panel, ensuring that adults receive coordinated support and safety planning who are involved or at risk of becoming involved in incidents of violence and exploitation.
- To develop transitional multi-agency safeguarding arrangements that continue to support young people from children and family services through leaving care onto and adult services.
- To promote and develop contextual safeguarding approaches in adult services.

- To supervise and line manage the Victims hub coordinator, ensuring they deliver restorative approaches and victim support across the borough.
- To oversee young people and adults referred to the National Referral Mechanism, ensuring they have care plans to support and mitigate against further risk of trafficking and modern-day slavery.
- To ensure effective engagement with the local community and supporting them in incidents of serious adult and youth violence.
- To facilitate and negotiate improved multi-agency working to tackle violence and Exploitation in Barnet on behalf of Barnet children and families services, to providing specialist and expert guidance and support to partners, members, senior management of the council and colleagues. Reviewing specialist services, projects, monitoring and evaluating performance across the partnership, risks and issues and supporting the securing of additional resources to further enhance the response to adult violence and exploitation (AVE)

2. Key accountabilities:

- To develop and monitor the strategic approach to AVE ensuring it responds to a robust local evidence base and local need, following good practice, guidance, relevant legislation and addressing local and national policy on AVE.
- Develop and manage AVE, monitor performance, delivery, evaluate and conduct service/contract reviews, following the council's commissioning and procurement policies and procedures, contract monitoring procedures and project management approach where required.
- Develop effective working relationships with internal and external partners, key stakeholders and the wider Criminal Justice System and related bodies.
- Secure funding, monitor relevant AVE budgets ensuring compliance with Barnet's financial policies and procedures.
- Lead, develop, deliver and contribute to community consultation, communications, public events and community engagement focussing on AVE and ensuring an effective multi-agency communications plan is in place.
- Assess, investigate, refer and/or respond to AVE issues escalated to Senior Management – following a risk based approach. Ensuring a clear partnership procedure is in place to respond to AVE, supported by relevant and up-to-date information sharing agreements.
- Represent the council in a positive and professional manner at local, regional and national level on AVE and to represent, as required, to the Safer Communities Board, Community Safety Team at multi-agency groups and meetings, including MAPPA, Gold Groups, Strategic MACE, SIRMs, and the Youth Justice Matters Board.
- Produce and present succinct and structured reports, analysis and communications meeting appropriate governance deadlines where required.
- Oversee multiagency analysis of the partnership information and intelligence, drawing on information from across the CSP to provide the best possible real-time picture of the patterns of exploitation, covering CSE, recruitment into gangs, drugs supply / county lines, weapon carrying and other forms of criminal exploitation
- Act at the single point of contact for the Violence and Exploitation element of the

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Barnet Community Safety Strategy within the Barnet Safer Communities Partnership. Reporting on the progress of the AVE strand of the Community Safety Strategy at the Safer Communities Partnership Board (SCPB).

- Review, oversee, quality assure and trouble shoot referral pathways between key partner agencies including mental health providers, physical health, housing, domestic abuse services, substance misuse services and Education/Training/Employment providers.
- Support and Chair relevant multi-agency boards to ensure a cohesion between strategic direction and operational delivery on Violence Vulnerability and Criminal Exploitation.
- Responsibility for AVE performance data – including leading the development of an effective partnership performance framework for monitoring delivery of the AVE strand of the Serious Violence Strategy.
- Developing a model of best practice of partnership working to reducing AVE within the borough of Barnet.
- To create and deliver AVE briefings for both internal and external agencies where necessary.
- Act as the Strategic Lead for Effective Partnership Information sharing between partnership agencies in relation to the AVE priority within the Safer Communities Strategy. This includes ensuring all relevant Information Sharing Agreements are in place and implementing an ongoing programme to drive improvements in information sharing.

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. Health and Safety

Ensure safe and efficient delivery of service by achieving high standards of health and safety and reducing risk.

As an employee of the London Borough of Barnet, you are required to:

- Abide by Barnet's health and safety policy and associated arrangements.
- Complete mandatory health and safety training
- Follow safe systems of work and use devices/guards provided for safety.
- Wear/use personal protection equipment were issued and instructed to do so, including lone working devices.
- Report any Accident/Incidents/Hazards.
- Take care of your own and other's safety, health, and wellbeing

4. The Council's Commitment to Equality

Deliver the council's commitment to equality of opportunity both in the provision of services and as an employer. Promote equality in the workplace and in the services the council delivers.

5. 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 / **L**earning to Improve / **I**nclusive / **C**ollaboration

6. 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.

PERSON SPECIFICATION

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Reports to:	Strategic Lead for Tackling Violence and Exploitation

Criteria	Essential/Desirable	Assessed by:
Professional Membership/Qualification		
Diploma in a Criminal Justice / Safeguarding related field or Diploma in Probation Studies or Diploma in Social Work or CQSW or equivalent.	Essential	Application
Or over 3 years' experience of working for either a criminal justice agency, such as in Victim Support, Offender Management, the Police or within the community safety partnership of a local authority.	Essential	Application
Experience & Knowledge		
Professional and/or specialist technical knowledge of the legislative and policy framework for tackling serious youth/adult violence, gangs, criminal exploitation, county lines, offender management (adults and young people), child sexual exploitation, gun and knife crime.	Essential	Application/Interview
Experience of implementing crime and disorder related legislative and policy framework within a local authority and/or multi-agency Community Safety Partnership setting.	Essential	Application/Interview
Experience of working within a political environment.	Essential	Application/Interview
Theoretical and practical knowledge of responding to the issues of crime, community safety, offender management, youth violence or victim support.	Essential	Application/Interview
In depth knowledge of the dynamics tackling violence and criminal exploitation, understanding the role of risk assessment and the multi-agency approach.	Essential	Interview
Must be IT competent, including Microsoft Office Word and Excel, information management and recording systems.	Essential	Application
Proven experience of reviewing and commissioning services.	Essential	Interview

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Experience of developing a performance management framework and monitoring service performance by using data effectively, evaluating performance against objectives.	Essential	Application/Interview
Experience of fund raising and managing budgets.	Essential	Application/Interview
Experience of writing, delivering and monitoring strategies, multi-agency action plans, Committee reports and service delivery plans.	Essential	Application/Interview
Experience of Chairing partnership meetings, leading and participating, and recommending actions/interventions for change.	Essential	Application/Interview
Experience of providing advice to senior officers, partners and local groups on domestic violence and projects including presenting to meetings of council officers, council committees and other groups and partnerships.	Essential	Application/Interview
Skill & Ability		
Excellent organisational skills, prioritising work load and the ability to manage multiple demands and competing deadlines.	Essential	Interview
Ability to develop and manage small/medium projects following a recognised project management methodology that addresses risk, issues and delivering projects in time and on budget.	Essential	Interview
Able to confidently deliver clear presentation to a wide range of partners and officers from across the partnership and seniority.	Essential	Interview
Planning and delivering training, workshops and partnership planning days.	Essential	Interview
Ability to work effectively in a political environment and establish positive relationships with councillors, senior managers, staff, external partners and interest groups in a way that establishes confidence, credibility and trust.	Essential	Application/Interview
Strong interpersonal skills and able to challenge, support, influence and engage senior management, partners, providers and other key stakeholders.	Essential	Interview
Excellent communication skills both verbal and writing.	Essential	Application/Interview
Able to apply skilful negotiation techniques to achieve conflict resolution.	Essential	Interview
The ability to connect with a wide range of people and react sensitively and appropriately to those in vulnerable situations.	Essential	Interview
Respects individual differences and makes the effort to understand professional differences.	Essential	Interview

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Actively promotes a culture that values equality and diversity and delivers the council's commitment to equality of opportunity.	Essential	Interview
Takes a collaborative approach to work, sharing information and ideas to improve service delivery.	Essential	Interview
Establishes and maintains an effective network of working relationships across agencies, including local, regional and national.	Essential	Interview
Identifies and breaks down barriers to effective partnership working and uses feedback to work more effectively with partners. Encourages others to view change from the viewpoint of stakeholders.	Essential	Interview
Regularly monitors progress and outcomes of partnerships.	Essential	Interview
Ability to nurture partnerships and relationships and gain consensus and agreement to support the partnership delivery of the VVCE objective.	Essential	Application/Interview
Ability to present information clearly in a variety of formats.	Essential	Application/Interview
The ability to introduce, manage and implement action plans to achieve stated aims and objectives.	Essential	Application/Interview
Ensures own work is of a high quality, accurate and timely.	Essential	Application/Interview
Manages time and prioritises work to maximise productivity and effectiveness, and able to do so with minimum supervision.	Essential	Application/Interview
Quickly identifies problems and finds workable solutions.	Essential	Interview
Ability to manage staff and volunteers.	Essential	Application/Interview
To adhere to Council policy and practice – with a clear understanding of the statutory functions of the council as it relates to Community Safety, safeguarding of young people and vulnerable adults.	Essential	Application/Interview
To be able to respond to complex, sensitive and high-level cases and/or issues, providing solutions and guidance to colleagues and partners, ensuring mitigation of the reputational and legal risks to the council.	Essential	Application/Interview
Proven ability to be able to interpret statistical and policy information in order to direct resources effectively.	Essential	Application/Interview
Able to make sound and timely decisions based on an analysis of the relevant information and deliver innovative solutions to complex problems.	Essential	Application/Interview
Others		
Must have a satisfactory enhanced DBS outcome	Essential	Application/Interview
Values & Behaviours		
Caring		
Integrity- I work with candidates and colleagues in a way that builds trust.	Essential	Interview

Learning to Improve		
Insight- I regularly rely on evidence and professional standards to support my work and decision making.	Essential	Interview
Inclusive		
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
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
Collaborative		
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

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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