



## Job Description

Thank you for your interest in joining Savera UK and being part of a thriving and growing team and a specialist charity organisation working to end ‘honour’-based abuse (HBA) and harmful practices

### About Savera UK

Savera UK a registered charity (No. 1145464). Savera UK is working to end ‘honour’-based abuse (HBA) and all harmful practices, through direct interventions and safeguarding, advocacy, education, engagement, awareness-raising and campaigning for policy, attitude and behaviour change

Vision				
A world without ‘honour’-based abuse and harmful practices				
Mission				
We will end ‘honour’-based abuse and harmful practices				
Values				
<b>Respect:</b> We respect the views of others and ensure we listen and make an effort to understand other people’s opinions, while challenging harmful attitudes which do not align with Savera UK values	<b>Inclusive:</b> We value the importance of culture and are committed to creating a fair, understanding and accessible environment within and outside of Savera UK.	<b>Compassion:</b> We work with empathy and solicitude and provide a safe and supportive environment. We will go the extra mile ensuring needs and safety are met, no matter how challenging it may be.	<b>Innovation:</b> We are leaders in driving a movement of change and use our unique, specialist knowledge to inform how we approach this. We value an original and creative approach to problem-solving and are receptive to new ideas.	<b>Ambition:</b> We are led by our strong belief that everyone has the right to safety and security without living in fear. We strive to transform lives, change attitudes, deliver outstanding services and inspire change that has the power to save lives.



**Post:** 'Honour'-Based Abuse & Harmful Practices Specialist Worker **(Women Only)**

**Salary:** £25,500 per annum, (full-time, permanent, subjected to funding)

**Hours:** 37.5 hours per week Monday to Friday 9am- 5pm.

**Reports to:** Direct Intervention Service Manager

***An occupational requirement under Schedule 9 (part 1) of the Equality Act 2010, the post holder must be female under the Sex Discrimination Act, 1975 Part 7 to meet the needs of the majority of our service users.***

Are you passionate about making a difference and ready to take on a new challenge? Join our Direct Intervention team. We are a very supportive, highly skilled, and effective team, who work at pace without compromising on quality or attention to detail.

### **Job summary**

- To work with individuals/families referred to SaverA UK Direct Intervention Service, as a result of 'honour'-based abuse and harmful practices. Being responsible for client safeguarding and providing advocacy and emotional intervention.
- To share responsibility with other team members in providing and delivering wellbeing/welfare programme and activities to SaverA UK clients and toward their new beginning, empowerment, self-help and independence.
- Contribute to, and participate in the wider SaverA UK team, organisation's activities and development.

**The primary functions are** safeguarding, advocacy and emotional intervention (60% of the role). Other functions include; wellbeing and welfare intervention (25% of the role) and a contribution to and participation in wider team and organisation activities, which are detailed below (15% of the role).

### **Safeguarding, advocacy & emotional intervention:**

- Provide direct face-to-face and telephone intervention to those referred to or seeking SaverA UK safeguarding, advocacy
- Liaise with professionals providing safeguarding, advocacy, and being the voice of SaverA UK clients to safeguard and ensure best respond to their required needs
- Provide advice and information to clients to help them make their own decisions

# SAVERA UK

- Provide one-to-one emotional intervention to all Savera UK clients
- Through the Savera UK assessment process, also with the client, identify and addressing their safeguarding and required needs.
- As Savera UK operates in different local areas, there is a requirement to understand the different assessment tools, which can include SafeLive DASH and Merseyside Risk Indicators Toolkit (MeRIT) or any other relevant toolkits
- Provide Savera UK expertise around HBA and harmful practices to professionals to ensure the needs and safeguarding of those at risk/under threats are met
- Accompany clients who may require our advocacy with external services/agencies, ensuring all parties understand the complexity in risk surrounding HBA and harmful practices
- Provide appropriate interventions depending on client needs, and be flexible to changing demands
- Attend safeguarding meetings and any relevant safeguarding meetings to advocate on behalf of Savera UK clients and with the team, e.g. Multi-Agency Risk Assessment Conference (MARAC)
- Share responsibilities for the Savera UK Safeguarding Helpline
- On Occasion, you may require to attend court

## Wellbeing/Welfare & Empowerment Intervention:

- To share responsibilities with the other Direct Intervention Team members in developing and delivering a range of programmes to give the opportunity for clients to get involved and encourage their independence, in line with Savera UK strategy and action plan
- Liaise with other services and agencies to arrange sessions/programmes that are not provided by Savera UK
- Facilitate relevant programs as part of the wellbeing and welfare intervention

## Contribute to and Participation in the wider team & organisation:

- Provide and assist the wider Savera UK team with any relevant information that they would require of the Direct Intervention Team. e.g. case studies, data information, media request
- Attend internal or external workshops, events, meetings, as and when required
- Assist with research and engagement, as and when required
- Put together relevant reports, as and when required
- Participate and contribute to all levels of communication and engagement
- Respond to urgent requests

## Management & reporting:

The post-holder will:

# SAVERA UK

- Maintain comprehensive, accurate and timely recording of case records
- Respond to all referrals/helpline and requests within the time set
- Report and have regular supervision with your line manager
- Be responsible for managing and prioritising own caseload and wider responsibilities
- Be aware of one's own limits and to seek supervision and advice accordingly
- Ensure the service is accessible to all those requiring our intervention, advice and information (clients, professionals)

## Organisation & development

The post-holder will:

- Maintain equality, diversity and inclusion culture and personal circumstances, at all times
- Maintain confidentiality and safeguarding at all times for all, including staff and volunteers and seek consent at all times when using confidential details
- Provide training/learning opportunities to agencies, professionals and the community on the work of Savera UK, as and when required
- Ensure all materials and communications used are accurate and always represent and reflect Savera UK branding
- Maintain and advance the public profile of Savera UK
- Adhere to and work within Savera UK policies and procedures

## General & Other:

The post-holder will:

- Undertake any training as identified and approved by their line manager and/or senior management
- Participate in staff meetings, and any other appropriate meetings
- Carry out any other duties, as required by the line manager, senior management team and the Savera UK Board of Directors

## **Review Arrangements:**

The details contained in this job description reflect the content of this job at the date of being prepared. It is, however, possible that over time the nature of the job will change. At that time, the CEO/Savera UK Board will expect to revise this job description in consultation with the post holder.

**Personal Specification:** The applicant will require the following experience and qualification:

## **Qualification & Experiences:**

- Any relevant qualification, training that will support your work in this area of work, this can include HBA and harmful practices, or domestic abuse (***Please***



***note that those interested in this post do not need to be an expert in HBA and harmful practices when applying, training on these areas will be provided by SaverA UK, though they are required to have good experience and knowledge in domestic abuse and/or other similar areas)***

- Experience of providing one-to-one intervention to clients, which includes face-to-face, telephone, advocacy, safeguarding, emotional intervention, wellbeing and welfare, particularly experience within Domestic abuse sector
- Experience of excellent record keeping

#### **Skills, Communication & Abilities:**

- Understand the importance of the organisation's communication and branding, and attention to detail
- Recognise the importance of learning from experience
- Excellent interpersonal communication skills to work across all levels of the organisation, with good oral and written communication
- Evidence of working under pressure
- Excellent organisation and time management skills.
- Be flexible, and adaptable to work outside working hours, when necessary
- Effectively present information to a variety of audiences
- Excellent computer skills and proficiency in Microsoft Office
- Good level of numeracy

#### **Personal Qualities:**

- Show resilience and be calm under pressure.
- Be compassionate and commit to the aims and objectives and values of the service and SaverA UK
- Inspire and embrace change
- A positive attitude and open-mind; client-focused to make a difference
- Sensitive to issues relevant to those affected or under threat of 'honour'-based abuse and harmful practices
- Work independently and manage complex caseload and sets of relationships with various agencies and communities
- Demonstrated commitment to high professional ethical standards and a diverse workplace

#### **Knowledge:**

- Understanding of relevant Government Policies around 'honour'-based abuse and harmful practices, domestic abuse/violence and any other relevant legislation
- Understanding of child/adult safeguarding and protections processes
- Ability to cope with the challenges associated with the role
- Understanding the importance of risk assessments/safety measures and planning
- Knowledge of GDPR



**Any other requirement:**

- Have experience of voluntary, or paid work, in areas of social deprivation and/or within diverse communities, in particular groups who may be more affected by 'honour'-based abuse and harmful practices
- Understanding of 'honour'-based abuse, harmful practices and its impact
- Understanding of the relationship between domestic violence/abuse and those affected by 'honour'-based abuse and harmful practices
- Quick learner
- Knowledge of local and national services

\* **Location:** The post holder location will be Liverpool based but will also need to work where relevant/required including traveling. Therefore a full, clean driving licence, and use of own car is essential, mileage would be reimbursed.

Please note that due to the nature of SaverA UK's work and for security purposes, they do not disclose the location of the post until the successful candidate is appointed. However, we can confirm that their registered head office is around 30 minutes' walk or 15/20 minutes by car/public transport from where this role will be based.

**How to apply**

Download and read the Job Description and Person Specification below from the SaverA UK website (<https://www.saverauk.co.uk/work-for-us/>)

SaverA UK will consider applications from candidates who have comparable qualifications and experience for the role advertised. Please send a CV and covering letter directly to SaverA UK, outlining your suitability for the post, and complete the equal opportunities monitoring form.

Applications that don't include a covering letter, as specified, will be automatically rejected.

Following receiving your CV and covering letter, SaverA UK may ask you to complete a further application form to help us gather further information. Ensure your covering letter clearly relates to the essential specification required for the role, as detailed in the job description

**Closing date for applications:** Thursday 12<sup>th</sup> December 2024 at 12pm

The recruitment process will be in two stages. If you are shortlisted, SaverA UK will be in contact to arrange an informal 20-minute chat about the role and your interest in it.



Savera UK will then invite candidates who progress to the second stage to an in-person interview, which will comprise of competency questions and a task in which they will be asked to present back to the interview panel. Candidates will be provided with a case study, followed by questions to answer.

In-person interviews are expected to take place in **w/c 16<sup>th</sup> December 2024**. Please inform SaverA UK, when you apply, if there are any dates in that week that you can/cannot attend.

All applications will be treated in strictest confidence. For any enquires, and to send your CV covering letter, and equal opportunities form, please send directly to Jess on [jessica@saverauk.co.uk](mailto:jessica@saverauk.co.uk)

**Registered address: 151 Dale Street, Liverpool L2 2AH Company Number 7564891 Charity Number 1145564**