**SALFORD WOMEN’S AID**

|  |  |  |
| --- | --- | --- |
| **Job title** | **Grade** | **Location** |
| IDVA | £24,799 Grade 3 SCP 19 | Civic Centre, Swinton |

**Note to applicants:**

Whilst all criterions below are important, those under the Essential heading are the key requirements to be considered for interview. You should pay particular attention to these areas and provide evidence of meeting them.

| **Essential criteria** | **Necessary requirements – skills, knowledge, experience etc.** | **Assessed** |
| --- | --- | --- |
|  | You must have an in-depth knowledge of the causes of domestic abuse and the Criminal Justice System | A/I/T |
|  | Experience of managing complex casework, including issues such as child abuse, mental health, substance abuse, working with trauma in adults and children and crisis intervention | A/I/T |
|  | CAADA trained or the equivalent of domestic abuse accredited training | A/I/C |
|  | Experience and understanding of working in a partnership setting | A/I/T |
|  | Understand and demonstrate experience in supporting vulnerable adults and children in abuse situations | A/I |
|  | Have the ability to deal with the stress and anxiety of others and to remain calm in stressful situations | A/I |
|  | Computer literate, familiar with a range of packages including email, monitoring and evaluation systems and use of Office | A/I |
|  | Excellent written and verbal communication skills, including presentation and listening skills | A/I/T |
|  | Excellent organisational skills, with proven ability to work under pressure, to prioritise effectively and meet deadlines, targets and objectives | A/I |
| **Desirable criteria** |  | **Assessed** |
|  | Represent the Domestic Abuse Advocacy Services at partnership meetings | A/I |
|  | A good understanding of and personal commitment to equality and diversity in working practices | A/I |
|  | Understanding of and commitment to the mission and objectives of Salford Women’s Aid | A/I |
|  | Full driving licence and own car to use for work | C |
|  |  |  |

**Assessment Method: A: Application I: Interview T: Test C: Certificate**