



**CHILDREN AND YOUNG PEOPLE’S WORKER – Penelope Project  
Job Description**

**Responsible to:** Penelope Project Coordinator  
**Responsible for:** No staff

Hours to work: 24  
 Salary: WMWA Point 5

**Objective of the Post:**

To provide a range of targeted interventions to children and young people (5-18yrs) who are part of the military community and who are affected by, or at risk of, domestic abuse as part of a specialist and person-centred service in order to prevent harm and distress, improve their safety and support their recovery.

Provide tailored support that considers the unique environment service children grow up in and considering the potential impact of associated risk factors for young people including Adverse Childhood Experiences (ACEs), Sexual Exploitation (CSE), sexual violence and grooming (especially online), Forced/Child Marriage, Honour-based Violence and Female Genital Mutilation, making ongoing referrals to other professionals where necessary.

This work recognises that violence and abuse in young people’s relationships is a child protection issue for those under 18 years.

<p>Provide support to Children and Young People affected by domestic abuse who are part of the military community in Herefordshire</p>	<p>Provide bespoke interventions to individual children and young people within the military community that are person-centred, trauma informed and strengths-based, and based upon sound evidence of effectiveness. These can take place in a range of settings and will include group programme delivery and one to one support.</p> <p>The support will help young people to:</p> <ul style="list-style-type: none"> <li>• Identify abusive behaviours and exploitation</li> <li>• Feel empowered and able to recognise the dynamics of domestic abuse</li> <li>• Develop protective behaviours</li> <li>• Improve their self-esteem</li> <li>• Understand gender equality, and be able to challenge gender stereotypes</li> <li>• Understand their rights and responsibilities</li> <li>• Improve their sense of safety and wellbeing</li> </ul>
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	<p>Communicate effectively with parents/carers and referring agencies throughout the journey of support where appropriate, and raise parental awareness of the impact of domestic abuse on children and of ways in which parents can provide support in the home environment</p> <p>Work in collaboration with other WMWA support staff and involved professionals where appropriate to further promote the safety and support of the young person</p> <p>Where appropriate work in collaboration with Hereford Garrison welfare teams and youth workers to promote safety and support of the young person</p> <p>Offer specialist, person centred intervention where necessary to enable young people with additional, complex needs to access support</p> <p>Participate in awareness raising sessions, either as a single agency or in partnership with other agencies</p> <p>Assist children and young people displaying harmful behaviour to understand positive and healthy relationships and the unacceptability of harmful relationship behaviour with the aim of stopping abuse and breaking the cycle of domestic and teen relationship abuse.</p>
Referral Management and support implementation	<ul style="list-style-type: none"> <li>• Manage incoming referrals and waiting lists and respond in an effective and timely manner</li> <li>• Develop and carry out appropriate assessments, support plans and reviews</li> <li>• Support other team members and volunteers in carrying out their duties effectively, including sharing knowledge and assisting in the induction and mentoring of new staff and volunteers</li> <li>• Promote the service to partner agencies and the general public</li> <li>• Identify and develop creative resources for use with young people</li> <li>• Promote a zero tolerance to domestic abuse and teen relationships abuse</li> </ul>
Safeguarding Children and Vulnerable Adults	<ul style="list-style-type: none"> <li>• Participate in the work of safeguarding children and vulnerable adults, following WMWA policies and procedures and local safeguarding arrangements</li> <li>• Share information appropriately and in line with WMWA policy in order to safeguard young people</li> <li>• Follow safeguarding procedures in line with local authority guidelines and apply levels of need thresholds</li> <li>• Identify and assess risk to young people and act appropriately to reduce risk where possible</li> <li>• Provide written reports to child protection conferences and other multi-agency meetings where appropriate</li> </ul>

<p>Joint Working</p>	<ul style="list-style-type: none"> <li>• Work closely with other WMWA services/staff to ensure that young people have access to the full range of services provided by WMWA.</li> <li>• Ensure the voice of the child is heard by other involved agencies or professionals and that misconceptions or judgmental attitudes about domestic abuse are challenged at multi-agency meetings, child protection conferences and strategy meetings</li> <li>• Work in collaboration with and communicate effectively with other agencies and facilitate joint working on behalf of children and young people where appropriate, including as part of an EHA, CIN or CP plan</li> <li>• Provide information about the impact of domestic abuse on young people and in particular, the unique challenges linked to growing up in a military family</li> </ul>
<p>Service User Involvement</p>	<ul style="list-style-type: none"> <li>• Promote and facilitate 'the voice of the child' in all interactions and implement systems of participation, consultation and feedback</li> <li>• Gather feedback from children, young people and their parents/carers to shape future services</li> </ul>
<p>Other Duties</p>	<ul style="list-style-type: none"> <li>• Maintain a clear understanding of the effects of domestic abuse on young people and to be informed about relevant legislation and local and national policy in relation to young people and the role</li> <li>• Keep accurate records and provide monitoring and evaluation information, as requested</li> <li>• Attend supervision sessions and staff meetings</li> <li>• Review case work as part of the supervision process</li> <li>• Undertake training as agreed at supervision sessions</li> <li>• Take active steps to work within a framework of equal opportunities and anti-discriminatory practice</li> <li>• Adhere to WMWA policies and procedures</li> <li>• Undertake all other reasonable duties as required in furtherance of the objectives of this post</li> <li>• Contribute to the Health and Safety of everyone involved with the service</li> </ul>

## CHILDREN AND YOUNG PEOPLE'S WORKER

### Person Specification

Qualifications	<ul style="list-style-type: none"> <li>• Minimum of A-level standard of education or equivalent</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Experience of working with vulnerable children and young people, singly and in groups including within a community or schools setting and including work with disadvantaged young people.</li> <li>• An understanding of age appropriate interventions and engagement activities</li> <li>• Experience of working in a multi-agency framework</li> <li>• Experience in managing a case load</li> <li>• Experience in planning, developing and facilitating age appropriate interventions with CYP affected by domestic abuse</li> </ul>
Skills and Abilities	<ul style="list-style-type: none"> <li>• Ability to liaise and communicate effectively (both orally and in writing) with a wide range of people including colleagues, parents, children, young people and professionals</li> <li>• IT skills – ability to use outlook, word, excel processing and record information on a database</li> <li>• Ability to work co-operatively with other professionals</li> <li>• Ability to organise workload and respond to unplanned demands</li> <li>• Ability to work with minimal supervision on a day-to-day basis, within agreed schedules and guidelines</li> <li>• Ability to be empathetic with service users</li> <li>• Have strong crisis management skills and dealing with stressful situations</li> <li>• Ability to work in a multi-cultural environment</li> <li>• Ability to work on your own initiative</li> <li>• Ability to organise and prioritise work</li> </ul>
Knowledge	<ul style="list-style-type: none"> <li>• Knowledge and understanding of domestic abuse issues and the needs of women and children affected by it</li> <li>• An understanding of the military community and service life</li> <li>• Knowledge of local community issues and opportunities for young people</li> <li>• Good knowledge of safeguarding children and child protection processes and practice</li> <li>• Working knowledge of disability, mental health and drug and alcohol issues</li> </ul>
Essential Attitudes	<ul style="list-style-type: none"> <li>• Understanding of and commitment to anti-discriminatory working practices</li> </ul>

	<ul style="list-style-type: none"><li>• Commitment to Women’s Aid values and principles</li><li>• Commitment to the empowerment of women and children affected by domestic abuse</li></ul>
General Requirements	<ul style="list-style-type: none"><li>• Car user essential with daily access to a vehicle and business motor insurance</li></ul>