

# **POST DETAILS PACK**

**Children’s Independent Sexual Violence Advisor**

**(CISVA)**

**Fulltime permanent post – 37 hours**

**SALARY:** £26,999 - £30,507

SN is an equal opportunities employer

This post is open to female applicants only as being female is deemed to be a genuine occupational requirement under Schedule 9, Paragraph 1 of the Equality Act 2010.

All posts require an enhanced DBS Disclosure

**Job Description**

**JOB TITLE: Children’s Independent Sexual Violence Advisor (CISVA)**

**Based:** This role will involve travelling across Brighton and Hove and East Sussex with some lone working.

**REPORTS TO:** Children and Young People’s Service Co-ordinator

**Purpose of Job**

To provide a service within the current ISVA framework which provides emotional and practical advocacy support to children age 13 and under who have experienced sexual violence and sexual abuse, and to their carers.

To work within the current Children and Young People’s team to provide a Sussex children’s ISVA service

To ensure all ISVA support is of a consistently high quality and responsive to the needs of service users and the community

To promote Survivors' Network with local statutory bodies and partnerships

To raise awareness of the issues relating to and the needs of child survivors of sexual violence

**Overall Objectives**

To deliver a non-therapeutic advocacy and support service to children who have experienced sexual violence and their carers

For those services to be high quality, effective and safe.

To work to ensure strong and effective partnerships with external stakeholders, particularly the multi-agency child protection systems including the paediatric Sexual Assault Referral Centre (SARC) and criminal justice agencies.

To represent Survivors’ Network in a professional manner

Our organisation is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and post holders to share this commitment

**Specific Duties**

1. Operational Delivery

Manage a caseload of children from across Brighton and Hove and East Sussex who have experienced sexual violence and maintain case files and records, including monitoring information, as required

Assess support needs of children who have experienced sexual violence and liaise with health, criminal justice, education, counselling and other services as required in order to contribute to a comprehensive support package

Help children and their carers understand and access their full legal and other rights and make informed choices about options open to them where appropriate

Advocate for children and their carers throughout the police and criminal justice systems, ensuring that their welfare and needs are central to the entire process

Make contact with children and/or their carers following referral, either at the paediatric SARC or by telephone in the first instance.

Work within a multi-agency setting to provide institutional advocacy for the rights of the child

Work closely with the police, social services, health and other agencies to share key information regarding children within agreed protocols and policies.

Help children and their carers to develop their own support network and access appropriate therapeutic interventions

1. Strategic Development

Work with the Children and Young People’s team to promote and develop the service in accordance with Survivors’ Network policies and ethos and in the context of other agencies as appropriate

## Maintain up to date knowledge on issues relevant to child survivors of sexual violence

Represent Survivors’ Network at relevant multi-agency meetings and forums as necessary and in discussion with the Children and Young People’s Team and other Survivors’ Network services

## Maintain the profile of Survivors’ Network and contribute to the organisation’s marketing and profile

General Duties

Act in accordance with Survivors’ Network’s and BHSCP/ ESSCP’s policies and procedures.

Ensure the Survivors’ Network commitment to working within an Empowerment Model is central to the development and delivery of all services.

Attend and participate in regular training, staff meetings, supervision and other meetings as necessary within the Survivors Network team

Carry out occasional evening and/or weekend work as required.

Be committed to personal and professional development and undertake relevant training and CPD opportunities.

Carry out your own administrative duties.

Be a driver and car owner, or be able to otherwise reasonably demonstrate travel within the Sussex area.

Undertake any duties consistent with the post as may be reasonably requested by the Children and Young People’s coordinator, the CEO or the Board of Trustees.

**No job description can cover every issue which may arise within the post at various times and the post holder is expected to carry out other duties from time to time which are broadly consistent with those in this document.**

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| **Essential Criteria** | **Assessed by** |
| Extensive experience and proven ability of communicating with children aged 13 and under where the child has experienced trauma; supported by a knowledge of child development and/or child psychology:  Knowledge and understanding of the issues relating to sexual violence:  Knowledge and understanding of the barriers children face in accessing services and how to address these:  Experience of providing user led advocacy to children or young people:  Experience of using risk and support assessment tools, and knowledge of child protection procedures:  Knowledge and experience of working within complex family dynamics and how they may arise and present, particularly when supporting a child who has experienced trauma and their family/carers:  Experience of working in multi-agency settings including statutory and voluntary services, with an ongoing commitment to partnership working:  Experience of maintaining confidential case files, founded in a working understanding of data protection and confidential working practices and how these apply to the advocacy role:  Ability to critically assess own performance and engage in reflective practice, including experience of using clinical supervision to support your work:  Excellent written and oral communication skills, including report writing:  Self-motivated and committed to personal development:  Clear focus on delivering high quality services:  Ability to function effectively in high-pressured situations:  Ability to think creatively and show initiative:  Computer literacy and experience of using an online case management system.  Car owner with full driving license and willingness to travel across Sussex as required by the post or able to reasonably demonstrate alternative travel arrangements:  Commitment to the aims and objectives of Survivors' Network:  Committed to self-care:  Commitment to anti-discriminatory practice and promoting equal opportunities for service users, staff and volunteers: | Application and interview |
| **Essential Criteria** | **Assessed by** |
| Commitment to a feminist ethos: | Interview |
| **Desirable Criteria** | **Assessed by** |
| Formal Advocacy training (ISVA or IDVA)  Experience of supporting children and/or young people through police and court processes, and knowledge of the workings of these processes:  Relevant professional qualification | Application and interview |