



Changing Pathways
ENDING ABUSE. EMPOWERING LIVES.

Application Pack

2025

Children and Young
Persons Practitioner –
Refuge



Welcome

Changing Pathways is a registered Charity, providing domestic abuse services across the south of Essex, in partnership with Ending Violence in Essex Charity.

We are the Essex County Council commissioned service for **Harlow, Epping, Brentwood, Thurrock and Basildon**.

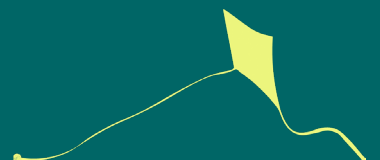
We deliver a range of services, offering a non-judgemental, trauma informed approach to support men, women and children who are or have experience domestic abuse. This includes:

- Safe accommodation
- Outreach Support
- Specialist Services for the Global Majority
- Stalking Support
- Counselling
- Training

Joining our team means becoming part of a dynamic, innovative, and supportive environment where your growth and success matter. We are passionate about what we do, and we value collaboration, creativity, and excellence. By joining us, you'll work alongside talented individuals who inspire and challenge one another to achieve their best. We are committed to providing opportunities for professional development, fostering a culture of inclusivity, and recognising the unique contributions of every team member. If you're looking for a workplace that values your skills, encourages your ideas, and supports your ambitions, this is the perfect place for you to thrive.

Tania Woodgate

Chief Executive Officer



Our Vision

Our vision is a world in which all can live fulfilled lives, free from domestic abuse. We aim to create an equitable and just future for women, men and their families.

Our Mission

We do this to by helping everyone find their own pathway out of life of domestic abuse and change their future for the better. We understand the complexities of domestic abuse and that individual who connect us are coming from different points in their journey, some are still in their relationships, some have left, but regardless of where they are, we will support them all.

Our Values

EMPOWER individuals to make their own choices in a safe environment to enable them to regain their independence.

Work with **RESPECT AND DIGNITY**, valuing everyone's experiences and circumstances and advocating for their unique needs.

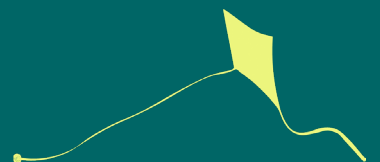
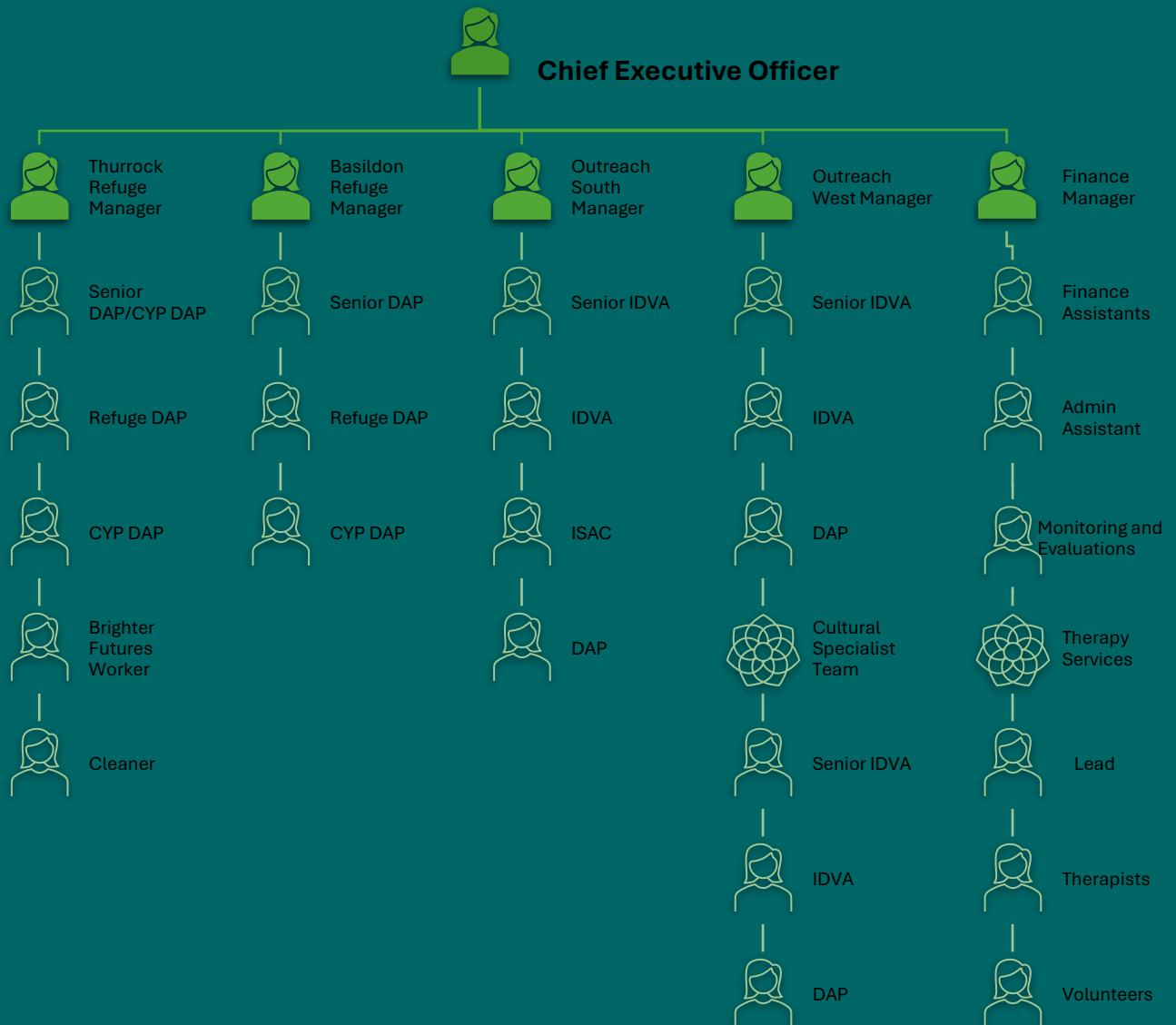
EDUCATE for the devastating impact that domestic abuse has on individuals, local community and society.

COLLABORATE and work in partnership with other organisations to provide the best support for those impacted.



OUR TEAM

Board of Trustees



The Role

The post holder will be responsible for providing support for children and young people residing within refuge accommodation. The post holder will work closely with refuge support practitioners to ensure all children and young people and their mothers are provided with appropriate interventions based upon their individual needs to support their recovery from domestic abuse.

Our Staff adhere to our values, that make us PROUD of our organisation.



Positivity

We approach change and challenges with a positive mindset and optimism



Respect

We treat everyone fairly and with respect, value and celebrate differences



Ownership

Our behaviours are PROUD towards everyone regardless of their role



Unity

We are one Organisation. Together we are stronger



Dedication

We uphold a strong commitment to our clients, our work, the organisation and each other



Main Responsibilities

MAIN DUTIES:

1. Create a safe and welcoming environment for all children residing in the refuge setting.
2. Ensure the 'voice of the child' is considered in all assessment, support plans and advocacy.
3. Complete robust risk and therapeutic assessments for all children in the refuge setting, ensuring all their individual needs are identified and addressed.
4. Actively manage a case load of children and young people resident in the organisation's refuge settings, working with individuals to process and recover from their experiences.
5. Work closely with mothers in the refuge, supporting them to be an effective parent, meeting the needs of their children and ensuring safeguarding concerns are identified and addressed.
6. Support the planning and development of the Children's Services offer.
7. Deliver weekly support through one to one sessions and group work, utilising play and other interventions as required.
8. Take an active role in leading play activities during school holidays and after school and to provide fun and creative activities and opportunities for children and their mothers together.
9. Advocate for the child to access nursery/school places or other educational settings.
10. Work in partnership with statutory and voluntary agencies who are involved in the family, attending meetings including case conferences, core groups and team around the child as necessary.
11. Deliver parent and child group work programmes such as Women's Aid's 'You, Me, Mum' and 'Helping Hands' programme.
12. Provide support and advice on parenting to service users and colleagues, reporting concerns via the organisation's safeguarding procedures.
13. Arrange day trips and events for families during school holidays.
14. Attend and transport families to day events, where required.
15. Ensure the timely and accurate input of service user data into the organisation's case management system and all other administrative duties associated with the role.
16. Undertake risk assessments for all activities to comply with health and safety requirements.



17. Work in a manner which ensures cultural sensitivity, addresses discrimination and other barriers to accessing service.
18. Represent the organisation at external partnership meetings, maintaining a high level of professional conduct at all times and endorsing the wider Violence against Women and Girls (VAWG) agenda in public forums.
19. Identify any safeguarding issues within the services for adults at risk and/or children and follow organisational safeguarding procedures to ensure the swift reporting of concerns to social services.
20. Ensure all matters of Health and Safety and well-being relating to staff and service users are implemented to the requisite standard and checked as required.
21. Regularly update knowledge around domestic abuse, stalking and the wider VAWG context
22. Participate in regular management supervision to ensure the highest standards of support and advocacy.
23. Maintain strict organisational confidentiality, professional boundaries and security procedures.

GENERAL:

1. Identify own training and development needs and participate in all training courses relevant to the Changing Pathway's commitment to providing high quality services.
2. Work at all times with due regard to the policies and procedures of Changing Pathways, including financial regulations, participating in their development and amendment where required.
3. Willingness to work outside normal working hours including evenings and weekends and to participate in promotional, fundraising and income generating events, activities and any other duties as may be reasonably required by the organisation.

OTHER:

1. The post is subject to a DBS disclosure which will be carried out at appointment of a candidate.
2. This post is subject to completion of a six-month probationary period.
3. Must be able to drive the Pool Vehicle to visit sites and work across the whole contract area as required.
4. Must hold business cover insurance on their own vehicle.
5. Post is open to women only under the Equality Act 2010, schedule 9, part 1



This job description is not designed to provide an exhaustive list of tasks and therefore the post holder is expected to undertake any other reasonable duties within the scope of the post as specified by their line manager.

PERSON SPECIFICATION

EXPERIENCE		
Criteria	Essential/ Desirable	How Assessed
Experience of working with children/young people/adults experiencing domestic violence and abuse	E	Application Form/Interview
Experience of managing a caseload of children and young people, assessing their needs and formulating support plans	E	Application Form/Interview
Experience of planning play activities for children and young people	E	Application Form/Interview
Experience of identify safeguarding concerns and reporting concerns in line with local procedures	E	Application Form/Interview
Experience of working with parents and providing advice on parenting tools and techniques	E	Application Form/Interview
Experience of partnership working and representing organisations at external meetings and conferences	E	Application Form/Interview
KNOWLEDGE AND UNDERSTANDING		
Criteria	Essential/ Desirable	How Assessed
Excellent understanding of child development and developmental milestones	E	Application Form/Interview
Excellent understanding of how to parent a child to meet their needs	E	Application Form/Interview
Excellent understanding of the impact of domestic abuse on children and young people	E	Application Form/Interview
Good understanding of domestic abuse (including the Power and Control Wheel)	E	Application Form/Interview
Comprehensive knowledge of safeguarding procedures and how to recognise types of abuse including neglect and physical harm	E	Application Form/Interview
Cultural sensitivity to work within the domestic abuse sector within an organisation with a feminist empowerment approach	E	Application Form/Interview
SKILLS AND ABILITIES		
Criteria	Essential/ Desirable	How Assessed
Ability to plan fun and engaging play activities and outings for children and young people	E	Application Form/Interview



Ability to work in a flexible and responsive manner whilst prioritising work within a busy environment	E	Application Form/Interview
Ability to complete comprehensive risk assessments for activities and outings	E	Application Form/Interview
Engaging communicator and the ability to adapt messages to suit the audience	E	Application Form/Interview
Ability to provide advice to parents and develop appropriate interventions	E	Application Form/Interview
Proven ability to build strong and lasting relationships	E	Application Form/Interview
Excellent organisational skills with good attention to detail	E	Application Form/Interview
Excellent IT skills including the ability to use Microsoft Office and organisational case management databases	E	Application Form/Interview
EDUCATION		
Criteria	Essential/Desirable	How Assessed
Recognised professional qualification in Childcare/Early Years or Social Work at level three or above	E	Application Form
A good standard of general education	E	Application Form
OTHER		
Criteria	Essential/Desirable	How Assessed
Commitment to equal opportunities and anti-discriminatory practice	E	Application Form/Interview
Willingness to undertake training and a commitment to continuous personal development	E	Application Form/Interview
Willingness to work flexibly and able to travel to different sites and venues	E	Application Form/Interview

We are committed to operating within the legal framework of the Equality Act 2010. As our organisation qualifies for an exemption under Section 9 of the Act, we only recruit female candidates for this role. This exemption is applied lawfully and in accordance with the specific occupational requirements of our organisation.





What you can expect from us

Supportive Work Environment

- A culture of respect, collaboration, and inclusivity.
- Open-door policy for feedback, ideas, and concerns.

Opportunities for Growth

- Continuous learning through training programs, workshops, and certifications.
- Clear career progression paths to help you achieve your goals.

Work-Life Balance

- Flexible working hours and hybrid/remote work options.
- Paid time off, holidays, and wellness days.

Competitive Compensation

- Fair and market-aligned salary packages.

Recognition and Rewards

- Regular acknowledgment of individual and team contributions.
- Awards, shout-outs, and celebrations of success.

Innovation and Creativity

- Encouragement to bring new ideas to the table.
- Freedom to innovate, experiment, and grow professionally.

A Focus on Well-Being

- Mental health resources and employee assistance programs.

Social Responsibility

- Commitment to sustainability and ethical practices.

Empowerment and Autonomy

- Trust in employees to take ownership of their work.
- Support for independent decision-making and problem-solving.



TERMS AND CONDITIONS

Contract	This is a full time position. On a permanent term contact.
Salary	£26,222.00 per annum paid monthly
Reports to:	Operations Manager
Benefits Include	Contributory Pension Scheme. Equipment to undertake your role (hybrid). Training and developed tailored to your level of experience. Staff Discounts on BrightHR. Pets at Work Policy.
Hours	Monday – Friday 930am-530pm
Leave	25 days per year plus 8 bank holidays.
Expenses	You will be reimbursed for all reasonable expenses which are incurred by you in the proper performance of your duties
Location	Changing Pathways main office is in Felmores End, Basildon. Your location of work will be at our Basildon Refuge. Parking is available.
Occupational Pay	Sick On successful completion of probation, we offer tiered sickness pay benefits.
Notice Period	4 weeks' notice

How to apply

Please complete our application form and email completed form to welcome@changingpathways.org stating clearly in the subject line the post you are applying for.

Those shortlisted for interviewed will be informed by email no later than two weeks after the closing date. Only those who are successfully shortlisted will be contacted.

