



Changing Pathways

ENDING ABUSE. EMPOWERING LIVES.

Application Pack

**Domestic Abuse
Practitioner**

(Group Facilitator)



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.

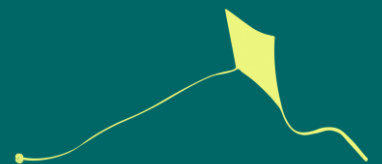
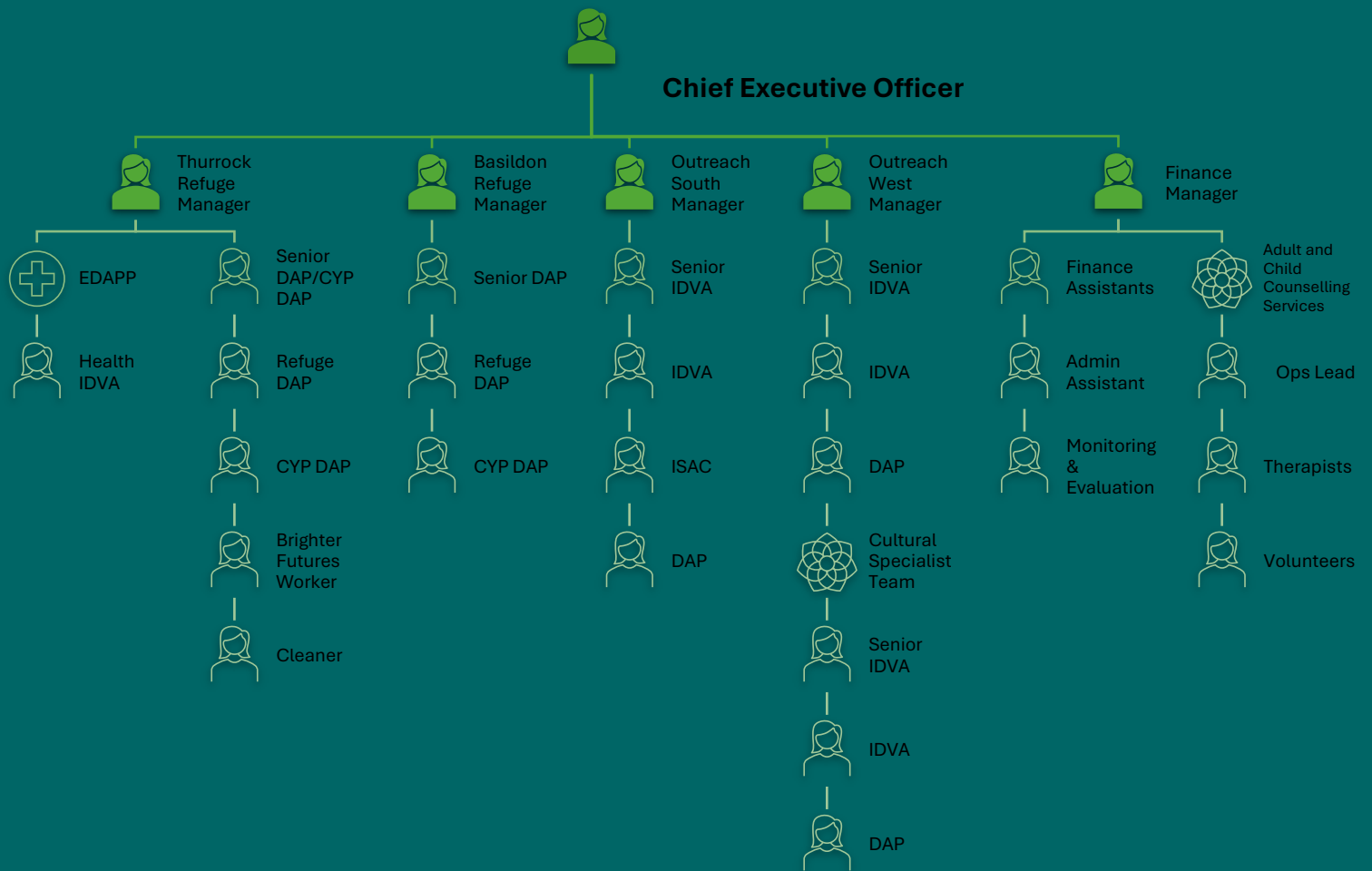
EDUCATE for the devastating impact that domestic abuse has on individuals, local community and society.

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



OUR TEAM

Board of Trustees



The Role

To deliver high-quality, trauma-informed group interventions for individuals (adults and children) affected by domestic abuse, empowering them to rebuild their lives and promoting safety, resilience, and recovery. This role involves facilitating group programmes, offering practical and emotional support, and working collaboratively with stakeholders to address the needs of individuals who have experienced or are at risk of 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

Group Facilitation and Delivery

- Responsible for the development of the organisation's group work programme ensuring it is fit for purpose in supporting survivors of domestic abuse and stalking to address the trauma they have experienced and set them on their pathway to recovery.
- Plan, deliver, and evaluate evidence-based group programmes (e.g., Freedom Programme, Recovery Toolkit, or other trauma-informed interventions, Together we can, Together we Thrive) for adults and children (alongside the CYP team) who have experienced domestic abuse.
- Create a safe, supportive, and non-judgemental group environment where participants can share experiences and learn coping strategies.
- Tailor interventions to meet the diverse needs of participants, ensuring cultural competence and inclusivity.
- Effectively manage the wait list for group work programmes, checking in with individuals on the list to manage their expectations and safety, managing group work programme life cycle from referral to safe exit.
- Prepare materials and resources for group work delivery including room setups and refreshments.

Client Support

- Conduct initial assessments to determine group readiness and suitability for programme participation.
- Provide practical and emotional support to group members, both during and after sessions, as needed.
- Develop personalised action plans to support recovery, safety, and empowerment.
- Work with individuals to build confidence, self-esteem, and a sense of agency.

Safeguarding and Risk Management



- Identify and assess risks to clients and group dynamics, implementing safety plans as appropriate.
- Adhere to organisational safeguarding policies and procedures, reporting concerns promptly and appropriately.
- Manage disclosures of abuse with sensitivity, ensuring participants feel supported.
- Refer into community support or IDVA services, any survivors who have on-going support needs around domestic abuse or stalking where there is an escalation of risk

Partnership Working

- Liaise with partner agencies (e.g., social services, housing providers, police, health services) to ensure coordinated support for clients.
- Signpost and refer clients to additional services where appropriate, such as counselling, legal advice, or housing support.

Monitoring and Evaluation

- Maintain accurate, confidential records of client progress and programme delivery in line with organisational policies.
- Contribute to service evaluations by gathering feedback, monitoring outcomes, and identifying areas for improvement.
- Prepare reports for funders, the Senior Management Team, management and any other stakeholders as required.

Professional Development

- Attend regular training and development opportunities to maintain knowledge of domestic abuse issues, trauma-informed practice, and relevant legislation.
- Participate in regular case management reviews with line manager thus ensuring case notes and accurately recorded, (current) risk is correctly identified and the most appropriate support and safety plan is in place.



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.
4. Ensure health and safety regulations are adhered to and any issues are reported as a matter of urgency.
5. Maintain strict organisational confidentiality, professional boundaries and security procedures.
6. Maintain high standards of professionalism and keep abreast of current legislation, standards, best practice and maintain a focus of continuous improvement.
7. Act in a professional manner at all times, communicating effectively, building and sustaining effective and appropriate relationships at all times with service users, colleagues and partners.
8. Respect and value the diversity of the community in which the service works in, and recognize the needs and concerns of a diverse range of service users ensuring the service is accessible to all.

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 mobile to visit sites and work across the whole contract areas as required.



4. Must be able to drive the Refuge Pool 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.

About You

EXPERIENCE		
Criteria	Essential/ Desirable	How Assessed
Experience of working with individuals experiencing domestic abuse and other vulnerabilities	E	Application Form/Interview
Experience of identifying safeguarding concerns and reporting in line with local policies and procedures	D	Application Form/Interview
Experience of multi-agency legislative framework	D	Application Form/Interview
Experience of working in a community or voluntary organisation	D	Application Form/Interview
Experience of using spreadsheets	D	Application Form/Interview
KNOWLEDGE AND UNDERSTANDING		
Criteria	Essential/ Desirable	How Assessed
Comprehensive knowledge of the principles and wider procedures relating to safeguarding	D	Application Form/Interview
Possess an understanding of vicarious trauma and mitigating vicarious trauma	D	Application Form/Interview



Knowledge of requirements relating to storage and retention of case notes such as Child Protection and Child In Need documentation	D	Application Form/Interview
Good knowledge of trauma informed responses	D	Application Form/Interview
Understanding principles of risk assessment, safety planning and risk management for victims of domestic abuse and their children	E	Application Form/Interview
Good knowledge of current welfare rights legislation and its impact on individuals leaving abusive relationships	E	Application Form/Interview
Good knowledge of the criminal justice system and civil and legal orders available to victims of domestic abuse	E	Application Form/Interview
Comprehensive knowledge of safeguarding procedures and how to recognise types of abuse including neglect and physical harm	D	Application Form/Interview
Excellent understanding of correct and effective information sharing between agencies	D	Application Form/Interview
Knowledge of local support services for individuals living in the local areas	D	Application Form/Interview
Cultural sensitivity to work within the domestic abuse sector within an organisation with a feminist empowerment approach	E	Application Form/Interview
Experience working with diverse communities and understanding cultural sensitivities.	E	Application Form/Interview
SKILLS AND ABILITIES		
Criteria	Essential/ Desirable	How Assessed



Excellent record keeping skills	E	Application Form/Interview
Ability to bring honesty and integrity to practice and relationships across all areas of work	E	Application Form/Interview
Ability to work in a manner that empowers service users to make decisions and choices about their recovery from domestic abuse	E	Application Form/Interview
Ability to make sound judgements in crisis and difficult situations	E	Application Form/Interview
Ability to work in a flexible and responsive manner whilst prioritising work within a busy environment	E	Application Form/Interview
Good problem solving skills	E	
Excellent communication, advocacy and advisory skills (both written and verbal)	E	Application Form/Interview
Able to develop, sustain and evaluate joint partnership work between agencies to obtain positive outcomes for service users	E	Application Form/Interview
Good IT skills including the ability to use Microsoft Office and organisational case management databases	E	Application Form/Interview
Proven ability to maintain personal and professional boundaries	E	Application Form/Interview
Ability to work in a confidential manner	E	Application Form/Interview
Accurate recording of information on database	E	Application Form/Interview
Able to carry out risk assessments	E	Application Form/Interview
EDUCATION		
Criteria	Essential/ Desirable	How Assessed



A Safe Lives IDVA or Women's Aid DAPA qualification or equivalent qualification, relevant degree, or demonstratable equivalent experience, or a vocational qualification related to domestic abuse	D	Application Form/Interview
OTHER		
Criteria	Essential/ Desirable	How Assessed
Show initiative and be proactive when managing a workload	E	Application Form/Interview
Be able to demonstrate excellent listening skills	E	Application Form/Interview
Act with integrity and respect when working with all clients, agencies and individuals	E	Application Form/Interview
Work flexibly as part of a team	E	Application Form/Interview
Willingness to undertake training and a commitment to continuous personal development	E	Application Form/Interview
Motivate individuals and agencies to move through courses of action and decision-making processes	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 fixed term contract (1 year maternity cover).
Salary	£26,222.22 FTE per annum paid monthly
Reports to: Benefits Include	Therapeutic Service Ops Lead 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 Leave Expenses	37.5 hours a week 25 days per year plus bank holidays (Pro Rata) 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. You will work at our Basildon and Harlow sites . Parking is available (Basildon) and payable but reimbursed (Harlow).
Occupational Sick Pay Notice Period	On successful completion of probation, we offer tiered sickness pay benefits. 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.

