ENDING ABUSE, EMPOWERING LIVES

Changing Pathways

Application Pack

Children and Young Persons Independent Domestic Violence Advocate

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

Equality, safety and hope for everyone affected by abuse

Our Mission

To support safer communities by placing survivors at the centre of our work, providing support, advocacy and partnership on their pathway to recovery.



Our Values

Integrity & Trust

We act ethically, are transparent, and keep our promises, so people can rely on us.

Inclusive Respect

We value every person, embrace diversity, and ensure everyone feels seen and heard.

Compassion

We respond with empathy and care, taking a trauma informed, person-centred approach.

Empowerment & Advocacy

We amplify voices, defend rights, and build people's confidence to make informed choices.

Collaboration & Learning

We work in partnership and share knowledge, continually educating ourselves and others to improve outcomes.

Our values guide how we design and deliver services, how we treat those we support, and how we work with partners. They anchor decision-making, ensuring we prioritise safety, equity and impact, while strengthening governance, accountability and trust.

Our staff adhere to our values, and that's what makes us a PROUD organisation.

POSITIVITY: We approach change and challenges with a positive mindset and optimism.

RESILIENCE: 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

The Role

The Children and Young Person's Independent Domestic Violence Advisor (CYP IDVA) provides a proactive service to survivors of domestic abuse identified as being at high risk of imminent harm. As a CYP IDVA you will carry out risk and needs assessments, safety planning and support planning with survivors and advocate on their behalf with external agencies. A key part of this role involves contributing to the local MARAC process, representing survivors at MARAC meetings and action planning alongside other agencies to improve survivor safety. As a young person's IDVA you will identify and work effectively with local colleges and Universities by providing workshops, group work and training to both young people and staff to help them in their understanding and the impacts of domestic abuse and sexual exploitation to improve identification and referrals into services.



Main Responsibilities

MAIN DUTIES:

1. Provide a high-quality case work support and information service to victims/survivors who have experienced domestic and/or sexual violence.
2. Advocate on behalf of clients with external agencies where appropriate, including at the MARAC.
3. Co-ordinate risk management with external and community agencies.
4. Attend case review meetings and contribute to effective team communication.
5. Ensure that creative and effective relationships are established with other teams and external organisations, particularly those that offer a service to our service users.
6. Ensure compliance with all legal and contractual reporting requirements in relation to service delivery.
7. Keep and maintain accurate and confidential records of all work undertaken.
8. Ensure effective implementation of Changing Pathways' Equality and Diversity policies and awareness and integration of an equalities and human rights agenda in all your work.
9. Contribute to service user feedback and voice in service delivery and service development.

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.

Criteria	Essential/ Desirable	How it's Assessed
Experience		
Demonstratable experience of working with women affected by domestic and sexual abuse	E	Application Form/Interview
Experience of engaging and working with young people using an assertive outreach approach	E	Application Form/Interview
Experience of providing workshop, group work and training to young people and professionals	D	Application Form/Interview
Experience of risk assessment and management and safety planning	E	Application Form/Interview
Experience of working within a multi-agency framework	D	Application Form/Interview
Knowledge and Understanding		
Working knowledge of the available legal remedies, housing and welfare benefits	E	Application Form/Interview
A sound understanding of the practical, emotional, social and economic issues facing women and children affected by domestic violence	E	Application Form/Interview
Knowledge of, and the ability to, confidently advise on the range of options available to survivors of domestic abuse including safe housing, criminal justice and civil remedies	E	Application Form/Interview
Essential sound knowledge of safeguarding for adults and children	E	Application Form/Interview
Skills and Abilities		
Ability to manage own caseload, working under pressure and prioritizing workload	E	Application Form/Interview
Excellent written and verbal communication skills	E	Application Form/Interview
The ability to work with young people to help them to understand their needs, risk assess, develop safety plan and supporting them I linking with other agencies	E	Application Form/Interview
Strong crisis management skills and the ability to deal with challenging situations	E	Application Form/Interview

Criteria	Essential/ Desirable	How it's Assessed
Education		
A good standard of general education	E	Application Form/Interview
IDVA or DAPA qualification, or the willingness to complete this, would be desirable.	D	Application Form/Interview
Personal Qualities		
Be compassionate and empathetic	E	Application Form/Interview
Show initiative and be proactive when managing workload	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
Be optimistic about the possibility of personal growth and change	E	Application Form/Interview
Motivate individuals and agencies to move through courses of action and decision-making processes	E	Application Form/Interview
Other		
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 can you 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 contract.
Salary: £28,741.64 per annum, paid monthly
Reports to: Adult Community Team Lead/CYP Operations Leader
Hours: 37.5 per week

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.

Leave
25 days per year plus bank holidays (pro rata).

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 all our sites. Basildon, Thurrock/Grays and Epping.
Free parking is available. Parking is available and is charged. Costs are reimbursed.

Occupational Sick Pay
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.