ENDING ABUSE, EMPOWERING LIVES

Changing Pathways

Application Pack

Cultural Specialist 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 post holder will be responsible for working in partnerships to develop and deliver a Cultural Specialist community-based support service for global majority individuals experiencing domestic abuse within South and West Essex, Southend and Thurrock. The post holder will be responsible for supporting mainly, but not exclusively, individuals from Black and Minoritised communities who have experienced domestic abuse including 'so called' honour-based abuse, forced marriage and female genital mutilation and or insecure immigration status.



MAIN RESPONSIBILITES/DUTIES:

1.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 and taking any internal actions necessary.
2.In line with the new Domestic Abuse Act, assess children's needs as victims in their own right, making referrals to Children's Services for specialist interventions where necessary.
3.Provide services to support individuals from Global Majority groups who have experienced domestic abuse including 'so called' honour based violence, forced marriage and female genital mutilation and or insecure immigration status.
4.Risk assess new referrals for the service using the Save Lives DASH (Domestic Abuse, Stalking and Honour-Based Violence) tool and make referrals for high risk individuals as per the local MARAC arrangements.
5.Provide agile safety planning for each referral which recognises the dynamic nature of risk within domestic abuse situations.
6.Formulate client-led, holistic support plans and advocate for clients in a range of areas including housing, health, social services, legal and civil orders and children.
7.Advocate for the specialist cultural needs of Global Majority women and children referred to refuge within the partnership portfolio.
8.Deliver awareness raising of domestic abuse within local Global Majority community groups and support services.
9.Deliver training to statutory and voluntary sector professionals.
10.Identify Global Majority groups and relevant contacts within these communities and seek to understand the difficulties which prevent them from receiving support from domestic abuse providers.
11.Ensure the timely input of data into the online case management tool for effective reporting of outputs and outcomes.
12.Support the attainment and maintenance of quality standards including Women's Aid National Quality Standards.

MAIN RESPONSIBILITES/DUTIES (cont.) :

13.Act in a professional manner at all times, communicating effectively, building and sustaining effective and appropriate relationships at all times with survivors, colleagues and partners.
14.Manage a case load ensuring each survivor receives a responsive and appropriate service individual to their needs.
15.Support the empowerment of the survivors and assist them in recognising the features and dynamics of domestic abuse present in their situation, and help them regain control of their lives.
16.Support high risk survivors at court hearings relating to the domestic abuse they have experienced.
17.Ensure that all safeguarding measures are delivered in respect of the service-users and their children and that at all times you adhere strictly to policies and procedures in respect of safeguarding vulnerable adults and children.
18.Support colleagues and partner agencies, through awareness raising, providing training and institutional advocacy.
19.Respect and value the diversity of the community in which the service works in, and recognise the needs and concerns of a diverse range of survivors ensuring the service is accessible to all.
20.Remain up to date and compliant with all organisational procedures, policies, and professional codes of conduct and uphold standards of best practice.
21.Participate as required in the delivery of contingency plans outside of the normal shift pattern.
22.Participate in Health and Safety procedures to ensure a safety-first workplace culture is maintained.
23.Regularly update knowledge around domestic abuse, interpersonal violence and the wider VAWG context.
24.Maintain strict confidentiality, professional boundaries and security procedures.
25.Participate in an out of hours on call service on a rota basis when required

MAIN RESPONSIBILITES/DUTIES (cont.) :

26.Participate in Health and Safety procedures to ensure a safety-first workplace culture is maintained.
27.Regularly update knowledge around domestic abuse, interpersonal violence and the wider VAWG context.
28.Maintain strict confidentiality, professional boundaries and security procedures.
29.Participate in an out of hours on call service on a rota basis.

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		
Experience of identifying safeguarding concerns and reporting concerns in line with local policies and procedures	E	Application Form/Interview
Experience of working with individuals experiencing domestic violence and abuse	E	Application Form/Interview
Demonstratable experience of working Global Majority communities and excellent understanding of the issues they face	E	Application Form/Interview
Experience of multi-agency partnership working and representing organisations at external meetings and conferences	E	Application Form/Interview
Experience of providing workshop, group work and training to young people and professionals	D	Application Form/Interview
Knowledge and Understanding		
Comprehensive knowledge of the principles and wider procedures relating to safeguarding	E	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
Excellent understanding of all inter personal violence (including the Power and Control Wheel)	E	Application Form/Interview
Skills and Abilities		
Ability to bring honesty and integrity to practice and relationships across all areas of work	E	Application Form/Interview
High levels of cross-cultural communication skills and an understanding of linguistic needs of clients	E	Application Form/Interview
Ability to risk assess individuals experiencing domestic abuse using the DASH tool, including S Dah and H Dash	E	Application Form/Interview
Ability to work under own initiative and also in partnership with colleagues	E	Application Form/Interview
Ability to work flexibly and to travel across Essex, Thurrock & Southend area and use of a car	E	Application Form/Interview

Criteria	Essential/ Desirable	How it's Assessed
Skills and Abiliites (cont.)		
Ability to work collaboratively with other members of other broader BAMER groups within the borough	E	Application Form/Interview
Fully conversant with IT and numeracy and literacy skills	E	Application Form/Interview
Excellent PC skills, i.e. Word, e-mail, excel and the ability to collate meaningful data and measurement of outcomes	E	Application Form/Interview
Education		
A good standard of general education	E	Application Form/Interview
A Save Lives IDVA or Women's Aid DAPA qualification or other social work/care, housing, counselling qualification	E	Application Form/Interview
Other		
Be proactive and demonstrate initiative in supporting clients with their needs and identifying appropriate services to meet individual needs	E	Application Form/Interview
Need to be highly motivated, able to work well as a member of a team and to take responsibility for developing the project	E	Application Form/Interview
Maintain confidentiality and adhere to organisation's policies and procedures and data protection	E	Application Form/Interview
Willingness to undertake training and a commitment to continuous personal development	E	Application Form/Interview
Commitment to equal opportunities and anti-discriminatory practice	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 Leader/Operations Manager
Hours: 37.5hr 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 Main Office and/or our Epping Office.
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.