

Lead Officer (Violence Against Women and Girls Partnership)

Reference No:	A5774		
Service:	Children and Families		
Job Family:	Social Services/Social Work/Social Care	Grade:	FC10

Purpose

The primary function of this role is to co-ordinate the development of policy, practice and procedures for domestic abuse work across all key partner agencies and to monitor and report on this area of work; to support the implementation by partner agencies of Fife VAWG Executive Board Annual report and Improvement Plan and to report on progress, suggest remedial action where required, and to ensure the effective working of Fife's VAWG Executive Board and sub groups.

Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:

Ensure the VAWG Executive Board is informed of national developments, including changes in legislation, Scottish Government policies, regulations and guidance; research evidence and best practice examples in child protection

Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility

E **D**

Educated to SCQF level 9, which includes a Degree or equivalent

✓

Social Work Qualification

✓

A minimum of 3 years post qualifying experience in working with survivors of domestic abuse or violence against women

✓

Role Profile

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Support the implementation of the core functions of the Violence Against Women and Girls Executive Board.	Knowledge of the role and function of Violence Against Women and Girls Executive Board Experience of active participation in inter-agency protection of children and adults Experience of carrying out work on behalf of Protection Committees	✓ ✓	✓
Oversee the implementation and review of multi-agency quality assurance mechanisms including auditing frameworks Oversee the implementation of National Guidance and Government Policies in relation to best practice including the Independent Care Review across and within agencies Contribute to an integrated system of multi-agency inspections of child and adult protection Report key findings and lessons from inspections to the Executive Board and Chief Officers Group	Experience of working with and across a range of professions who have a lead role in developing strategies to promote the protection of children, adults and families	✓	
Support the development, dissemination and review of inter-agency policies and procedures Ensure protocols are developed in respect of key issues and review their effectiveness			
Gain an overview of information relating to volume of domestic abuse in Fife. Ensure the analysis of trends in this area, reporting on emerging themes and changes in service delivery that might assist a more robust response. Identify the implications of these for service provision in child and adult protection and their influence in future planning Ensure that these inform the Executive Board improvement plan and Annual Report of VAWG Partnership Executive Board.	Knowledge of what works in improving the outcomes for vulnerable children and young people, adults and families Ability for critical analysis and independent thinking Ability to compile comprehensive and evidence based reports	✓ ✓ ✓	

Role Profile

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Effectively engage all partners with a responsibility for child and adult protection, ensuring that opportunities are taken forward to improve practice, development and delivery through awareness-raising, training and development and dissemination of national developments and policy initiatives as they relate to public protection. Act as a critical eye in the identification of poor practice and the promotion of good practice across agencies Report findings to the Executive Board and Chief Officers Group Assist in the implementation of any inter-agency Significant Case Reviews Ensure that lessons learned from Audit; Inquiry Reports and Reviews and multi-agency Inspections are integrated into the VAWG Training and Development Strategy and subsequently incorporated into the training and development opportunities offered by the VAWG Partnership.	Presentation skills Organisational skills Experience in the use of computer programs/ software (e.g. Microsoft Word, Excel etc) Excellent verbal and inter-personal skills	✓ ✓ ✓ ✓	
Work in conjunction with the Chair of the Executive Board, take responsibility for the drafting and dissemination of agendas and Board papers.	Ability to collaborate with a range of professionals across all agencies	✓	
Maintain an independent overview of inter-agency child and adult protection activity and will take the lead role in ensuring continuous improvement in relation to this specialist area.			
Ensure notification of significant incidents and request for learning reviews.			
Provide reports demonstrating indicators of performance and practice standards in violence against women and girls.			
Use information systems effectively in the production, analysis and presentation of management information for domestic violence. Training, Learning and Development.			
Develop and lead on the delivery of multi-agency training for HSCP staff and staff from partner agencies on domestic violence matters.			

Role Profile

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Provide appropriate advice and guidance to staff and partner agencies regarding domestic violence and ensure best practice and learning are reflected in partnership approaches.			
Play a key role in the promotion of good practice by assisting in the development and implementation of quality assurance mechanisms and ensuring these contribute to improved outcomes for vulnerable children and young people, adults and families.			
To lead and support arrangements for participation of service users in providing feedback and contribution towards service delivery plans.			
Ensure the Executive Board is informed of national developments, including changes in legislation, Scottish Government policies, regulations and guidance; research evidence and best practice examples in child protection			
Ensure the implementation of the VAWG Training and Development Strategy Oversee the planning, review and quality of inter-agency Executive Board Training and Development	Ability to educate, inform and influence inter-agency child and adult protection practice.	✓	
Promote effective communication and collaboration between agencies Actively contribute to the identification and resolution of problems and issues between agencies Liaise with other inter-agency bodies			
Implement the Executive Board inter-agency Strategy on behalf of Chief Officers through the VAWG Executive Board. Ensure VAWG priorities are connected with safer communities plans and priorities.			
The Executive Board should ensure systems are in place to involve children and young people in the development of child and adult protection practice/Public Protection.			
Assist in the implementation of the strategy to involve users of services in the work of VAWG Partnership.			
Undertaking all other duties as required for the role. Duties will be in line with the grade.			

Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required	
Before confirming appointment: You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.	
Additional Information – the following information is available:	Expected Behaviours
• Skills Framework (if applicable) • How we work matters	Every council employee is expected to lead the way by making decisions and behaving in ways that uphold our community commitments and values. Please refer to How We Work Matters Guidance to learn more.