

Job description	
Job title	Domestic Abuse Perpetrator Case Manager
Grade	Pay Band J / SCP 26-28 - £30,451 - £32,234
Directorate	Communities & Neighbourhoods
Section/team	Safer Communities Service
Accountable to	Safer Communities Domestic Abuse Senior
Responsible for	N/A
Date reviewed	12.2020

Purpose of the Job

To work as a member of the Safer Communities Service operating from Knowsley MBC, Yorkon Building, Huyton to deliver a response/early intervention to reported or identified domestic abuse incidents. Utilising restorative practice and early interventions to ensure a coordinated response for perpetrators/offenders, encouraging behavioural change to preventing re-offending and re-victimisation.

Responses will be proactive and support the objectives of the Knowsley Community Safety Partnership within Knowsley to ensure that victims are adequately supported and link into the ongoing development of the Early Help offer in Knowsley. This post will include engagement with alleged offenders in a challenge and support manner. This post will require excellent multi-agency working and up to date knowledge of services, programmes and strategies across the Knowsley and Merseyside.

The post holder will be responsible for supporting the development of processes and policy to support earlier challenge and support of perpetrators of domestic abuse and identifying best practice, locally and nationally, as well as supporting the implementation and delivery of the MATAC (multi-agency task and coordination group for domestic abuse perpetrators).

Duties and Responsibilities

This is not a comprehensive list of all the tasks, which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken.

1. To act as Lead Professional to ensure good co-ordination and communication is in place in relation to the management of cases accepted by the Safer Communities Hub.
2. To promote a victim focused approach to reports of domestic abuse.

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3. To hold domestic abuse perpetrators to account for their behaviour and effectively support them to change their behaviour to reduce victimisation and re-offending.
4. To liaise with key partners including Merseyside Police, Registered Providers of Social Housing, the Office of the Police and Crime Commissioner or others to ensure that issues of domestic abuse are addressed in a timely manner through appropriate forums, including but not limited to, Risk Assessment Conferences, Problem Solving Groups, Strategy Groups or similar.
5. To demonstrate operational experience and knowledge in all aspects of service delivery to ensure that current policy, legislation and best practice is applied to service delivery.
6. To collate and maintain confidential information relating to specific cases required to deal efficiently and effectively with incidents of crime and anti-social behaviour.
7. To liaise with a range of staff and agencies in the co-ordination and delivery of inter-agency prevention and early intervention programmes. This will include, among others, Youth Service, Youth Offending Service, Police, Education Services/Schools, Children's Social Care, Adult Social Care, Family First, Housing, Connexions, Health, Probation, CRC and agencies from the Voluntary, Community and Faith Sector.
8. Actively contribute to the gathering of information from service users and partner agencies to evaluate service delivery and provide evidence of performance against service objectives and inform future service delivery.
9. To contribute to the protection of the public and the safeguarding of children and young people, taking particular account of policy and procedures on the support and management of young people who are vulnerable or present a risk of harm to others
10. Ensure that all database/information systems are maintained and updated as required by policy and procedure.
11. To work flexibly to meet the needs of the service. This will encompass some early mornings and evenings.
12. To be based in Huyton but available to deliver services in all areas of the Borough, and outside, as required.
13. To produce performance data as required by the Community Safety Case Manager.
14. Casual car user allowance is payable to the post-holder

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15. To carry out all responsibilities with due regard for Knowsley Council's equality and diversity policies and procedures.
16. To undertake personal learning and development to address identified learning and development needs of the post holder and the service.
17. To comply with the Standing Orders and Financial Regulations of Knowsley Borough Council, and to ensure that all work functions are undertaken in accordance with Health and Safety legislation, codes of practice and with Knowsley Council's Health and Safety Plan .
18. To undertake any other duties commensurate with the grading of this post

Health and Safety

To exercise due regard for personal health & safety and comply with all the requirements of Health and Safety legislation and Council Policy bringing issues to the notice of managers and taking appropriate action where necessary.

To be responsible for the health and safety and welfare of all service staff and ensure that all health and safety procedures are adhered to.

To ensure that relevant health and safety policies, risk assessments and procedures are up to date, managed, implemented, communicated and complied with.

Data Protection and Information Security

- Implement and act in accordance with the Information Security Acceptable Use policy and Data Protection Policy,
- Protect the council's information assets from unauthorised access, disclosure, modification, destruction or interference,
- Report actual or potential security incidents.

Knowsley Better Together – Staff Qualities

The following qualities have been adopted by the Council and apply to all employees. You are expected to embrace and display these qualities. Your line manager will discuss your behaviour with you, during your My Time and My Time Extra meetings.

- **Integrity.** You are required to be open and honest, maintain high standards of personal behaviour and display strong moral principles.
- **Accountability.** You must take personal responsibility for your actions and decisions and understand the consequences of your behaviour.
- **Communication.** You must listen and talk to others, taking account of other people's points of view. You should share information and strive to work together.
- **Respect.** You must treat people with care and dignity, observing the rights of other people, and helping and supporting others where you can.

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