**PERSON SPECIFICATION: Group Work Coordinator**

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| Skills | Essential | | Desirable |
| Strong numeracy, written communication and organisational skills | **X** | |  |
| The ability to undertake effective support planning with evidence of a methodical and well organised approach to work | **X** | |  |
| Excellent level of IT literacy, and ability to carry out own administrative workload |  | | **X** |
| The ability to publicise group work sessions to interested parties and ensure sessions are well attended | **X** | |  |
| Match survivors to the appropriate group programme according to their needs | **X** | |  |
| Qualified as facilitator of DA Group programme |  | | **X** |
| The ability to provide respectful, non-judgemental, and confidential support to survivors and their children | **X** | |  |
| Maintaining professional boundaries, show resilience and reliability under pressure | **X** | |  |
| Experience | Essential | | Desirable |
| Proven experience of working with women / men and children who have survived domestic abuse | **X** | |  |
| Experience of facilitating group sessions and managing the dynamics of the group to achieve the best outcomes | **X** | |  |
| Proven experience of working with women / men and children who have survived domestic abuse | **X** | |  |
| Experience of supporting high risk victims |  | | **X** |
| Experience of delivering group work and / or training | **X** | |  |
| Experience of working with victims of sexual violence |  | | **X** |
| Experience working with people with mental health needs, substance misuse, other complex needs |  | | **X** |
| Knowledge | Essential | | Desirable |
| Knowledge of the needs of service-users who face particular barriers when seeking help to access the group work programmes, including those from different ethnic and cultural backgrounds, LGBT communities, disabled people, women with complex needs and other hard to reach groups | **X** |  | |
| Knowledge of data protection requirements as it applies to holding records of survivors of domestic abuse and their families |  | **X** | |
| Understanding of PIE in day to day practice and in working with the group |  | **X** | |
| Demonstrable understanding of the diverse needs of families experiencing domestic violence and the discrimination issues as they relate to survivors escaping domestic violence |  | **X** | |
| Knowledge and understanding of the impact of working with domestic abuse and complex needs on individuals and the need for support | **X** |  | |
| Values | Essential | | Desirable |
| A commitment to the Victim’s Code of Practice | **X** | |  |
| Commitment to diversity and equal opportunities at work | **X** | |  |
| Commitment to service user participation and involvement | **X** | |  |
| Other | Essential | | Desirable |
| Access to appropriate motorised transport |  | | **X** |

***Next Link is committed to safeguarding and promoting the welfare of children, young people and adults at risk of abuse, and expects all staff and volunteers to share this commitment.***

***Next Link is committed to Equal Opportunities.***

***Due to the specific requirements of this role, this post is exempt under the Equality Act (2010), Part 1, Schedule 9 (Genuine Occupational Requirement).***