



Lesbian, gay, bisexual and trans+ people in the South West

Registered charity 1171878

LGBT+ Independent Domestic Violence Advisor The Safer Rainbow Project

Hours: 35 per week (full-time)

Salary: £26,500 + 5% pension contribution p.a.

Based in: Exeter, covering all of Devon, including Torbay and Plymouth

Start date: April 2022 (as available)

Holiday: 20 days per annum plus public holidays (rising 1 day per year up to 25 days)

Funding: In the first instance this is a fixed term contract until 31st March 2023, aiming to continue dependent on re-funding.

This is an exciting new project formed in partnership with Torbay Domestic Abuse Service (TDAS) to enhance the provision of domestic abuse services to LGBT+ people across Devon. Along with the Cornwall IDVA, the successful candidate will be responsible for the development of the project and creating of the role. The role will encompass provision of direct support as well as advising and informing outside agencies through the delivery of training and networking.

Job Purpose and Duties

As a member of **Intercom Trust**, based in our Exeter office and reporting to the Deputy Director, the LGBT+ IDVA will: —

- Provide and publicise a professional LGBT+ independent domestic violence advice services across Devon.
- Manage a complex client load, providing help, support, and guidance to LGBT+ victims of domestic abuse.
- Provide and ensure clients have access to appropriate advice on a range of relevant topics, including health, safety, welfare, and legal issues, referring to other agencies as appropriate.
- Complete DASH (Domestic Abuse Stalking and Harassment risk identification check list) risk assessments and develop appropriate safety and support plans
- Attend and contribute to MARAC (Multi Agency Risk Assessment Conference) meetings.
- Work to increase public awareness of LGBT+ domestic abuse

The Intercom Trust, Zone 5 Wrentham Business Centre, Prospect Park, Exeter, EX4 6NA

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- Work in partnership with other Devon agencies, community groups, and initiatives to raise awareness of the service, and of LGB and Trans+ and NB community needs in relation to domestic abuse.
- Develop and maintain excellent working relationships with stakeholders across all sectors, networking and providing training about LGBT+ domestic abuse as required.
- Help to develop and maintain best practice standards and protocols for this service.
- Maintain confidential records, as well as project monitoring, and provide reports and analyses to contribute to the evaluation of the pilot.
- Attend and contribute to team meetings and training at Intercom and Domestic Abuse services as required.

This job description outlines the duties required for the time being to indicate the level of responsibility. It is not a comprehensive or exclusive list and duties may be varied from time to time which do not change the general character of the job or the level of responsibility.

Person specifications

The successful candidate will be able to demonstrate knowledge and an inclusive understanding of the life-issues that can affect lesbian gay bisexual and trans+ people in Devon, and will have:

- An excellent track-record of similar work involving client-focused support.
- An Independent Domestic Violence Advisor (IDVA) qualification is preferable. IDVA Training is available
- Experience of providing training and the development of other information and materials is preferable.
- A demonstrable ability to provide supportive client-care, including appropriate management of confidentiality, safeguarding, risk assessments, and safety planning.
- Excellent communication skills, with the ability to appropriately communicate in a variety of forms (in person, telephone, video, letter/email, text) with clients of all ages, family members, other professionals, and services.
- Initiative and accuracy in the preparation, delivery and documentation of casework, and the ability to plan effectively to prioritise caseloads and to meet deadlines.
- Computer skills in Microsoft Office (Windows, Outlook, Word, and Excel, and monitoring systems).
- A good knowledge of relevant resources, in Devon, or the ability to research and become familiar with them in minimal time after coming into post.
- Access to a vehicle available for use in the post, ability to travel, and ability to visit service users in their homes (where necessary, and always under Intercom's standing protocols).
- A flexible and inclusive attitude at work, as well as the ability to work well independently and as a positive member of a team.
- A personal passion for LGBT+ equality and well-being, supported by a professional approach and excellent interpersonal skills.

All offers of employment at Intercom are subject to a satisfactory enhanced DBS (police) check, but we do not discriminate on grounds of irrelevant criminal convictions.

The Intercom Trust is striving to be an Equal Opportunities employer and service provider. We make all reasonable adjustments so as to enable as many staff and potential staff, volunteers, and other supporters as possible to have full access to the Trust and its activities. We regret the fact that our current Exeter office cannot be made accessible to wheelchair users.

If you would like further information or help about access or about this post, please contact Paul Dawson, the Office Manager, or Andy Hunt, the Chief Executive Officer, at Intercom's offices below.