

Sexual Violence Case Worker Job Description

Job Title: Case Worker

Salary: £29,131

Hours: Full time, 35 hours

Location: Home/Office Hybrid

Contract type: Permanent

ABOUT THE ROLE

The post holder will provide case work and practical support interventions to male and non-binary survivors of sexual violence. This is to include immediate crisis support, intervention and advocacy. The post holder will be required to ensure survivors are aware of their rights, options and entitlements and assist them in accessing key services such as social services, housing, benefit agencies etc.

A focus on equalities-led support will be key to the post to ensure those most marginalised from services and those in crisis can access meaningful support.

Responsibilities:

- Enable survivors of sexual violence and abuse to understand and access their rights, options and entitlements, including accessing criminal justice outcomes.
- Signpost and refer survivors to specialist organisations to support their needs such as housing, benefits, health, education etc. Supporting them in their interactions with these services.
- Provide high quality listening and emotional support.
- Develop action plans to help survivors address emotional and practical needs.
- Develop links and effective partnerships with external organisations working in the fields of immigration, destitution, housing and child welfare. Maintaining an up-to-date knowledge of policy and services.
- Respond to emergency crisis cases effectively, arranging short term provision such as hardship payments, food and shelter as well as longer term solutions.
- Monitor individual clients' progress.
- Maintain accurate and timely client case notes, ensuring adherence to confidentiality.
- Be responsible for administrative functions associated with the role, including accurate record keeping and filing, safeguarding and data protection procedures.
- Work with peers in similar organisations to share best practice.

PERSON SPECIFICATION

Essential

- Experience working with vulnerable clients in a support service.
- Excellent written and verbal communications skills with a range of stakeholders including survivors, statutory and voluntary organisations. This includes the ability to explain complex information and options in an accessible way.
- Knowledge of legal and welfare rights and entitlements including immigration, housing and homelessness, welfare benefits and health services.
- Knowledge of services, both statutory and voluntary, which provide support to the survivors and how to access them.
- Experience of providing emotional support in a professional capacity, communicating with sensitivity to survivors who could be in distress or crisis.
- Independent and proactive case load management skills
- Proficiency across Microsoft Office Word, PowerPoint, Excel and using databases
- Ability to travel within a geographical location of London for face-to-face support regularly.

Desirable but not essential:

- Relevant qualification.
- Evidence of continuing professional development and relevant professional qualifications/training.

The post is subject to an enhanced DBS check