



Job Description

Job Title:	Children's Independent Sexual Violence Adviser (CISVA)
Location:	Portsmouth and South East Hampshire
Hours:	Up to 30hrs per week (to be discussed)
Contract:	Fixed Term to March 2023
Salary:	Grade 3 (lower) point 20-23
Service:	PARCS; Portsmouth Abuse and Rape Counselling Service
Reports to:	Service Manager

Brief Description of Family Action's PARCS Service:

Portsmouth Abuse and Rape Counselling Service (PARCS) is committed to supporting and empowering all those with lived experience of sexual violence and domestic abuse. PARCS recently merged with Family Action and we are looking to build a team motivated by providing progressive and inclusive support, focused on quality, care and resilience; developing our excellent longstanding reputation in Portsmouth and extending our reach within the local area and beyond. We work with young people and adults, as individuals and groups within the community.

Background and Purpose of the CISVA role

The purpose of the CISVA role is to provide specialist advocacy alongside emotional and practical support, to children aged 5 – 12 years who have experienced sexual abuse, and who are going through police and/or criminal justice proceedings. The role includes undertaking comprehensive risk and needs assessments alongside the implementation of an individual support plan for the young person. The post is based at PARCS, a specialist centre in Portsmouth, and will include travel across Portsmouth and South-East Hampshire to meet the needs of the children and their families.

It will also involve multi agency working for example attending Child Protection conferences, Child in Need, court proceedings and other multi-agency meetings.

Role Responsibilities:

1. To work directly with children aged 5 – 12 years who have experienced sexual abuse and who are in the Criminal Justice Service with advocacy, and emotional and practical support.
2. To undertake comprehensive risk and needs assessments alongside the implementation of an individual support plan.
3. To work closely with other agencies including statutory ones to coordinate work that keeps the child safe and engaged with services.



4. To ensure that the voice of the child is heard and responded appropriately to.
5. To maintain confidential, up to date and accurate records on the Family Action database of all contacts related to the role, being aware of the sensitive nature of this work regarding statutory investigations, court proceedings and safeguarding responsibilities.
6. To contribute effectively to the work of the multi-disciplinary team working with the children, young people and their families, including liaising with referrers, other professionals and agencies.
7. To regularly review each case and your role, reflecting on practice and incorporating outcome monitoring tools.
8. To facilitate the collation of client feedback to ensure that the client's voice is heard and where appropriate can be used in co-production.
9. To actively promote and professionally represent Family Action-PARCS in the wider community, by ensuring that the charity's values are reflected in your practice.
10. To recognise the importance of continuous improvement and professional development, attending internal and external training to support the role.
11. To actively engage in regular clinical and line management supervision
12. To maintain up to date knowledge of relevant legislation and clinical practice guidelines to contribute to the highest professional standards of counselling practice.

Person Specification

Education, qualifications and background

1. Educated to Level 3 (A-Levels of equivalent) with qualifications and/or experience in advocacy. An ISVA qualification is desirable but not essential.
2. Experience of working with vulnerable children, young people and their families supporting them with interventions that support resilience and/or recovery.
3. Understanding of, or direct experience of working with children who are survivors of sexual abuse/sexual exploitation and an understanding of what support may be required while going through the Criminal Justice System.



4. Experience of multi-agency working and an understanding of the benefits of this.
5. Knowledge of Childrens Services care proceedings and the Criminal Justice System particularly in relation to children and young people.
6. Experience and understanding of working within the Advocacy Code of Practice.
7. Knowledge and understanding of the responsibility to safeguard children and where necessary to escalate concerns to managers and if appropriate statutory services.
8. An understanding of the potential barriers to engagement for children/young people and their families and how these may be overcome.
9. An understanding of vicarious trauma and a commitment to self-care.

Abilities and skills

10. A dynamic and enthusiastic approach, creative and solution-focussed with the ability to work as a team as well as using own initiative.
11. The ability to engage and work inclusively with vulnerable children/young people and families who come from a wide range of backgrounds and developmental levels.
12. Success in developing and maintaining effective partner and stakeholder relationships.
13. Excellent organisation, interpersonal and communication skills, both written and verbal. Ability to prioritise own caseloads, keep accurate records, and manage endings and service transitions.
14. Good IT skills, and experience and practice of using case management information systems, is desirable.
15. Excellent knowledge and understanding of risk management, assessment processes and safeguarding procedures.
16. Evidence of self-directed learning and professional development and willingness to engage reflectively in own practice for example in line management supervision, annual performance review, clinical supervision, training etc.
17. Ability to work flexibly and travel to community settings and people's homes.
18. Able to always evidence Family Action's values, which underpin Family Action's mission of 'building stronger families' by:
 - a. Being **people** focused



- b. Reflecting a '**can do**' approach.
- c. Striving for **excellence** in everything we do
- d. Having **mutual respect** for everyone we work with, work for and support through our services.

There is a travel requirement with this role, a full, clean driving license with access to a car is preferred.