



JOB TITLE:	Domestic Abuse Co-ordinator (Policy and Strategy)		
GRADE:	G9	SERVICE AREA:	Resilient Communities
JOB CODE:	EEC54DOME9		
REPORTS TO:	Community Safety Manager	LOCATION:	Community Safety
SPECIAL CONDITIONS:			

1. Main purpose of the job role:

- To develop/support the local authority’s response to the Crime and Disorder Act 1998, Domestic Abuse Act 2021 and other relevant legislation.
- To lead on the development and implementation of a Walsall Domestic Abuse Strategy and associated delivery plan on behalf of Safer Walsall Partnership.
- To coordinate the development of Walsall Domestic Abuse Workplace policy and ensure clear links between the Domestic Abuse Policy and the local authority’s corporate priorities.
- To lead the undertaking of Walsall Domestic Abuse Needs Assessment in conjunction with all relevant stakeholders.
- To develop and support the performance management of relevant Domestic Abuse information and data for Safer Walsall Partnership.
- Provide appropriate and specialist advice, support, information and training to officers, elected members, council departments, individuals and organisations on Domestic Abuse.
- Responsible for financial monitoring and commissioning within the scope of Domestic Homicide Reviews (DHR’s) and provide monitoring support to wider SWP projects.
- To support the commissioning of specialist service provision and management of those contracts on behalf of Walsall Council and Safer Walsall Partnership (SWP), particularly those for survivors/perpetrators of Domestic Abuse
- Develop, in partnership, appropriate policies and strategies, programmes or projects.
- Produce and present regular reports for Safer Walsall Partnership on key policy developments. **To include exception reports and those escalating concerns and best practice.**
- To ensure that the voice of the community, including children and young people is embedded in work to tackle Domestic Abuse and that this is supported by a strong engagement plan and opportunities to listen to our communities.
- Promote Local Authority anti-discriminatory and equal opportunities policy.

2. Role specific duties and accountabilities:

- Responsible for ensuring the Council meets its statutory and key delivery responsibilities in relation to community safety, harm reduction and community cohesion, particularly in relation to Section 17 of the Crime and Disorder Act 1998, behaviour.
- Facilitate the Policy and Strategic development of Domestic Abuse Services for Walsall Council and Safer Walsall Partnership.
- Ensure Domestic Abuse Services and support is effective in Walsall.
- Lead on the development and implementation of Domestic Abuse needs assessment, , Safer Walsall Domestic Abuse Strategy and associated action plan.
- Lead on the development and implementation of the Domestic Abuse Workplace Policy
- Support and facilitate the work and development of the Domestic Abuse Partnership Board and any associated delivery groups.
- Support commissioning of specialist domestic abuse support services within Walsall and the management and performance management of associated contracts and service delivery.
- Support the development and delivery of the MARAC process in Walsall.
- Coordinate multi agency Domestic Abuse Training within Walsall.
- To build and maintain links with key domestic abuse providers across Walsall, including those within the Voluntary and Community Sector.
- To Act and the Domestic Abuse Service specialist within the Community Safety Team.
- Any other duties as requested by the Community Safety Manager.

3. Corporate duties and accountabilities:

- The post holder will comply with and promote the Council's Health, Wellbeing and Safety at Work policies and ensure these are implemented effectively within his/her areas of responsibility.
- Through personal commitment and clear action, the post holder will promote the Council's employment policies, with particular reference to diversity, equality of access and treatment in employment, service delivery and community involvement. To support/develop a working culture within these services that reflects the corporate vision.
- Ensure that the services provided are aligned to the Council strategy, vision, aims, objectives, priorities and continuous improvement programme and play their part in achieving these. This includes compliance with Standing Orders, Financial Regulations, Code of Conduct and the Council's Policies and Procedures.
- This job description sets out a summary of the duties and accountabilities of the role. It is not intended to be exhaustive.

JOB TITLE	GRADE	
Using the Job Description consider what essential behaviours, abilities and knowledge are required by a person to perform each of the main activities and accountabilities of the job safely and effectively.	Indicate when Assessment is possible: at Application form=A interview=I both=A/I test = T	WEIGHT CODE shows relative importance Low=1 Medium=2 High=3
Behaviours: refer to corporate behaviours document		
Professionalism - Actively seek ways to prevent over-complication or confusion of service delivery through innovation, being open to change and the removal of barriers including challenging negative behaviours.	A/I	3
Leadership - Leads by example, optimising those resources allocated, Communicates clearly taking account and welcoming feedback. Takes a positive and resilient approach to change understanding the longer-term vision of the Council and/or service areas.	Not Applicable	
Accountability - Adopt a 'can do' attitude in the work that I deliver taking accountability for my own performance and development and responsibility for my actions and decisions. I will demonstrate inclusivity and promote the values of diversity and equality.	A/I	3
Transparency - Work with others to reach a common goal; sharing information, supporting colleagues and searching out expertise and solutions from relevant partners and/or communities we serve.	A/I	3
Ethical - Aware of own impact on others through valuing openness, treating everyone with respect and listening carefully to understand the views of others in order to build trust.	A/I	3
Abilities/Skills: (refer to JE guidance document)		
Ability to deal with sensitive and complex subjects	A/I	3
Ability to understand and analyse complex data and translate into actions	A/I	3
Ability to work with partner organisations and internal departments to ensure Domestic Abuse is managed effectively and efficiently.	A/I	3
Ability to lead cross-functional teams and effectively influence decisionmakers within partnership organisations.	A/I	3
Knowledge/Experience: specify type, level and qualitative (not quantitative required); if any.		
Experience of working in a Partnership environment	A/I	2
Experience and extensive knowledge of Domestic abuse and legislative background	A/I	3
Experience of Policy and strategy development	A	
Experience of commissioning and monitoring services to support delivery.	A/I	3
Evidence of continuous professional development (where applicable)	A/I	3
Knowledge of appropriate Community Safety legislation and crime and disorder legislative requirements.	A/I	2
Qualification: Specify any qualifications that are a minimum requirement, please include any equivalent qualifications that would be deemed acceptable or if this can be obtained through on the job experience.		
Degree or relevant professional or vocational qualification or relevant experience.	A	
Other Essential Requirements		

An awareness of, and commitment to, equality of opportunity		I	3
Awareness of, and commitment to, confidentiality and handling data		I	3
Prepared by:	Steve Gittins	Date:	27/08/24