



**Role Profile:**

<b>Job Title:</b>	<b>Head Of Children &amp; Young People Services (CYP)</b>			
<b>Grade:</b>	8-9			
<b>Salary:</b>	£36,999			
<b>Hours:</b>	35			
<b>Contract Type:</b>	Permanent			
<b>Location:</b>	Kent - Hybrid			
<b>Responsible to:</b>	Director Of Operations			
<b>Responsible for:</b>	CYP Service Managers / External Relationships			
<b>Committed</b>	<b>Curiosity</b>	<b>Connected</b>	<b>Collaborative</b>	<b>Compassionate</b>

**Background:**

Oasis is a passionate and ambitious organisation committed to tackling the causes and consequences of domestic abuse on families. We are known in Kent & Medway for our dedicated, independent services that have been supporting the cause with a local focus for many years.

**Overall:**

We provide an efficient service for families affected by domestic violence and abuse across Kent & Medway. These families and individuals will have a range of needs, and our client support work is needs-led, risk-focused & trauma-informed with a focus on developing individual resilience. We work with clients in a range of settings. We provide group work and all support colleagues are expected to be capable of integrated working in the wider social system. Colleagues are expected to work flexibly as needed by service demands, this includes evenings and weekends. Where necessary colleagues are also expected to participate in the out-of-hours service, providing an on-call system for the refuge service users (for which enhancements are paid)

The key purpose of all Oasis frontline work is to enhance the safety of individuals and children in their homes and communities whilst, enabling service users to address their individual needs. The service aims to enable victims to discuss issues relating to their experiences freely and without judgement. They will be supported in whatever decisions they make and be assisted in accessing other agencies as appropriate to their individual circumstances and wishes, through a needs-led, risk-focused approach.

**Purpose of the role:**

This pivotal leadership role is essential for laying a robust foundation for our Children and Young People's (CYP) services. The Head of Children and Young People's Services will spearhead programme development and forge strategic partnerships, driving the creation of impactful services that address the unique challenges faced by CYP affected by domestic abuse. By focusing on the specific needs and vulnerabilities of these young individuals, the Head will ensure that our services provide comprehensive support and protection. As the role progresses, the Head will build and lead a dedicated team, enhancing service delivery to ensure sustainable growth and effective support for CYP. This leadership will play a critical role in significantly contributing to the well-being, safety, and empowerment of CYP within our community, helping them to overcome the trauma of domestic abuse and build a brighter future.

**Job Title – Kent – Hybrid - WFH & Office****Key Responsibilities:****1. Strategic Development:**

- **Contribute to Needs Assessments and Research:** Conduct comprehensive needs assessments and research to identify gaps in existing services for Children and Young People (CYP) affected by domestic abuse. This involves gathering and analysing data, consulting with stakeholders, and understanding the specific needs and challenges faced by CYP in our community.
- **Develop a Strategic Plan:** Formulate a strategic plan to enhance our CYP services, ensuring alignment with the organisation's aims and regional strategies. This plan will outline clear objectives, actionable steps, and measurable outcomes to improve service delivery and support for CYP. It will also include strategies for resource allocation, risk management, and continuous improvement.
- **Establish Programme Requirements:** Define the essential components of a programme for CYP that focuses on improving mental health, resilience, and relationships. This includes developing evidence-based interventions, creating supportive environments, and fostering positive relationships. The programme will aim to build coping skills, enhance emotional well-being, and strengthen the resilience of CYP, helping them to overcome the trauma of domestic abuse and thrive in their personal and social lives.

**2. Stakeholder Engagement:**

- **Build and Maintain Strong Relationships:** Develop and nurture robust relationships with key stakeholders, including schools, mental health services, social services, and community organisations. This involves regular communication, collaboration on joint initiatives, and fostering a shared commitment to supporting CYP affected by domestic abuse. By building a network of supportive partners, we can create a comprehensive and cohesive support system for CYP.
- **Engage with CYP:** Actively engage with Children and Young People to gather their feedback and ensure their voices are central to service design. This includes conducting focus groups, surveys, and one-on-one interviews to understand their needs,

preferences, and experiences. By incorporating their input, we can create services that are truly responsive and effective in addressing their unique challenges.

- **Work Across Domestic Abuse and Mental Health Workstreams:** Collaborate across domestic abuse and mental health workstreams and partnerships to advocate for the needs and voices of CYP experiencing domestic abuse. This involves participating in multi-agency meetings, contributing to policy development, and promoting best practices. By integrating efforts across these areas, we can ensure that the support provided to CYP is holistic, coordinated, and impactful.

### **3. Client Engagement and Feedback Mechanisms:**

- **Develop and Implement Feedback Mechanisms:** Design and implement various methods to gather feedback from Children and Young People (CYP), such as surveys, focus groups, and feedback sessions. These mechanisms will ensure that we consistently capture the perspectives and experiences of CYP, allowing us to tailor our services to better meet their needs.
- **Create Safe Spaces:** Establish safe and supportive environments where CYP feel comfortable sharing their experiences and needs. This involves creating confidential and non-judgmental spaces, both in-person and online, where CYP can express themselves freely. Providing these safe spaces is crucial for understanding the true impact of domestic abuse on CYP and for developing effective support strategies.
- **Lead Peer Support Groups:** Facilitate peer support groups in schools and youth centres, providing a platform for CYP to connect with others who have similar experiences. These groups will offer mutual support, reduce feelings of isolation, and empower CYP to share their voices. The insights gained from these groups will be used to inform policy and decision-making, ensuring that the services we provide are relevant and impactful.

### **4. Participatory Programme Design:**

- **Involve CYP in Programme Design:** Actively involve Children and Young People (CYP) in the design and refinement of programmes and services. This participatory approach ensures that the services we develop are directly informed by the needs and insights of those we aim to support. By engaging CYP in this process, we empower them to take ownership and contribute meaningfully to the development of effective solutions.
- **Facilitate Co-Creation Workshops:** Organize and facilitate workshops where young people can co-create solutions and contribute ideas for service improvement. These workshops will provide a collaborative space for CYP to share their experiences, brainstorm ideas, and work together to design programmes that are relevant and impactful. The insights gained from these sessions will be invaluable in shaping our services.
- **Deliver Healthy Relationships Workshops:** Conduct workshops focused on healthy relationships in schools and youth centres. These workshops will educate CYP on the importance of healthy relationships, communication skills, and recognizing signs of abuse. By delivering a set number of workshops per year, we can ensure consistent outreach and education, helping to build resilience and awareness among young people.

## **5. Youth Advisory Groups:**

- Establish a Youth Advisory Group: Form a Youth Advisory Group composed of Children and Young People (CYP) who have experienced domestic abuse. This group will provide a platform for these young individuals to share their insights, experiences, and recommendations, ensuring that their voices are integral to the development and refinement of our services. The group will meet regularly to discuss issues, propose solutions, and offer feedback on existing programmes.
- Ensure Inclusion of Marginalised Voices: Make a concerted effort to include voices from marginalised or less-heard groups, such as LGBTQ+ youth and those from diverse cultural backgrounds. This ensures that our services are inclusive and representative of the diverse experiences of all CYP affected by domestic abuse. By actively seeking out and valuing these perspectives, we can create more equitable and effective support systems.

## **6. Resource Allocation and Funding:**

- Identify Potential Funding Opportunities: Proactively seek out and identify potential funding opportunities from various sources, including government grants, private foundations, corporate sponsorships, and community fundraising initiatives. This involves staying informed about available funding streams, understanding eligibility criteria, and aligning our needs with the priorities of potential funders.
- Develop Proposals: Craft compelling and well-researched proposals to secure resources for the expansion of our services. This includes outlining the need for funding, detailing the impact of our programmes, and demonstrating how additional resources will enhance our ability to support Children and Young People (CYP) affected by domestic abuse. Effective proposals will highlight our strategic vision, evidence-based approaches, and the measurable outcomes we aim to achieve.

## **7. Team Building and Leadership:**

- Develop a Colleague Plan: Create a comprehensive colleague plan to build a team dedicated to supporting Children and Young People (CYP) services. This plan will outline the roles and responsibilities needed, identify the skills and qualifications required, and establish a timeline for recruitment. The goal is to assemble a team that is capable, diverse, and committed to the mission of supporting CYP affected by domestic abuse.
- Recruit, Train, and Supervise Colleagues Lead the recruitment process to attract qualified candidates who are passionate about working with CYP. Once recruited, provide thorough training to ensure colleagues have the necessary skills and knowledge to deliver high-quality services. This includes training on trauma-informed care, safeguarding, and best practices in supporting CYP. Additionally, supervise and support colleagues through regular check-ins, professional development opportunities, and performance evaluations to foster a positive and effective working environment.

## **8. Monitoring and Evaluation:**

- Collaborate with the Data Team: Work closely with the Data team to establish clear and relevant metrics for measuring the effectiveness and impact of our programmes. This

involves identifying key performance indicators (KPIs), setting benchmarks, and developing data collection methods to track progress. By using data-driven insights, we can ensure that our services are meeting the needs of Children and Young People (CYP) and making a tangible difference in their lives.

- **Conduct Regular Evaluations:** Implement a systematic approach to regularly evaluate our programmes, assessing both qualitative and quantitative outcomes. This includes gathering feedback from CYP, colleagues, and stakeholders, analysing data, and identifying areas for improvement. Regular evaluations will help us to continuously refine our services, ensuring they remain effective and responsive to the evolving needs of CYP.
- **Report Outcomes:** Prepare and present comprehensive reports on programme outcomes to stakeholders and funders. These reports will highlight the achievements, challenges, and impact of our services, providing transparency and accountability. By effectively communicating our successes and areas for growth, we can build trust with our stakeholders and secure ongoing support for our initiatives.

### **9. Advocacy and Representation:**

- **Represent the Organisation:** Act as the representative of the organisation in local partnership boards and governance structures, advocating for the needs and rights of Children and Young People (CYP) affected by domestic abuse. This involves actively participating in meetings, presenting the organisation's perspectives, and influencing decision-making processes to ensure that the interests of CYP are prioritized.
- **Integrate CYP Voices:** Ensure that the voices of CYP are integrated into policy discussions and service evaluations. This includes facilitating opportunities for CYP to share their experiences and insights directly with policymakers and service providers. By amplifying their voices, we can ensure that policies and services are more responsive to their needs.
- **Feed into Local Needs Assessments:** Ensure that the work and insights gathered from CYP are incorporated into local needs assessments and the Medway Local Partnership Board (LPB) and other relevant subgroups. This involves contributing data, reports, and recommendations that reflect the experiences and needs of CYP, helping to shape local strategies and initiatives.
- **Attend and Contribute to Mental Health Board Meetings:** Regularly attend and actively contribute to Mental Health board meetings. This includes sharing updates on our services, advocating for the mental health needs of CYP affected by domestic abuse, and collaborating with other stakeholders to develop and implement effective mental health support strategies.

### **Legal and Legislative Responsibilities:**

- **Stay Informed on Relevant Legislation:** Keep up-to-date with laws and regulations related to domestic abuse, child protection, and safeguarding. This includes the Domestic Abuse Act 2021, Children Act 1989, Children Act 2004, and other relevant legislation. Ensure that all services and programmes comply with these legal requirements.
- **Ensure Compliance:** Oversee the implementation of policies and procedures to ensure compliance with statutory and regulatory requirements. This includes safeguarding protocols, data protection regulations, and health and safety standards.

- Advocate for Policy Change: Engage in advocacy efforts to influence policy changes that benefit CYP affected by domestic abuse. This may involve working with local authorities, participating in consultations, and contributing to policy development at regional and national levels.

## **10. Additional Responsibilities:**

- Collaborate with IDVAs and YAMs Programme: Work closely with Independent Domestic Violence Advisors (IDVAs) and the Young Adults Mentoring (YAMs) Programme within Oasis. This collaboration aims to provide comprehensive support to Children and Young People (CYP) affected by domestic abuse, leveraging the expertise and resources of these programmes to enhance service delivery.
- Address Abusive Behaviours: Include a scope for working with CYP who exhibit abusive behaviours through targeted workshops and peer support groups. These initiatives will focus on understanding the root causes of such behaviours, promoting positive change, and providing tools for healthier interactions. By addressing these behaviours early, we can help prevent the cycle of abuse from continuing.
- Support Professional Training: Provide training for professionals on topics related to domestic abuse, CYP, mental health, and trauma. This training will equip professionals with the knowledge and skills needed to effectively support CYP affected by domestic abuse, ensuring that they are informed about best practices and current research.
- Create a Blueprint Presentation: Develop a comprehensive blueprint presentation to be delivered at workshops for Medway professionals, parents, carers, and CYP, if appropriate. This presentation will outline key strategies, insights, and resources for supporting CYP affected by domestic abuse. It will serve as a valuable tool for educating and engaging stakeholders.
- Deliver Workshops: Conduct workshops either virtually or in person, depending on the needs and preferences of the audience. These workshops will provide practical information, foster discussions, and offer support to those working with or caring for CYP affected by domestic abuse. By offering flexible delivery options, we can reach a wider audience and ensure accessibility.
- Risk Management: Develop and implement risk management strategies to identify, assess, and mitigate risks associated with service delivery. This includes safeguarding risks, operational risks, and reputational risks.
- Quality Assurance: Establish and maintain quality assurance processes to ensure that services meet high standards of effectiveness and safety. This includes regular audits, feedback mechanisms, and continuous improvement initiatives.
- Partnership Development: Foster and maintain strategic partnerships with other organisations, agencies, and stakeholders to enhance service delivery and create a coordinated support network for CYP.
- Public Awareness and Education: Lead initiatives to raise public awareness about the impact of domestic abuse on CYP. This includes delivering presentations, participating in community events, and developing educational materials.

- Innovation and Best Practices: Stay informed about the latest research, trends, and best practices in the field of domestic abuse and CYP services. Implement innovative approaches and evidence-based practices to continually improve service delivery.

Disclaimer & Review arrangements:

The details contained in the role specification reflect the key responsibilities of the job at the date the document was prepared. The role is not limited to those responsibilities.

It should be remembered, however, that it is inevitable that over time the nature of individual jobs will change; existing duties may be lost and other duties may be gained without changing the general character of the duties or the level of responsibility entailed.

Consequently, we expect to revise this role specification from time to time and consult with the postholder at the appropriate time.

**Oasis Domestic Abuse Service is committed to safeguarding and promoting the welfare of children; applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.**

Person Specification	Essential	Desirable
<b>1. Experience</b>		
<ul style="list-style-type: none"> <li>• Leadership and Management: Demonstrable experience in a senior leadership or management role, preferably within the domestic abuse or related sectors. This includes experience in team building, colleague supervision, and strategic planning</li> <li>• Domestic Abuse Sector: Extensive knowledge and experience working in the domestic abuse sector, with a deep understanding of the impact of domestic abuse on children and young people. Experience in developing and delivering services for CYP affected by domestic abuse is crucial.</li> <li>• Programme Development: Proven track record in designing, implementing, and evaluating programmes for CYP. This includes experience in needs assessments, programme planning, and monitoring and evaluation</li> <li>• Stakeholder Engagement: Experience in building and maintaining relationships with key stakeholders, such as schools, mental health services, social services, and community organisations</li> <li>• Advocacy and Policy: Experience in advocacy and policy work, including representing an organisation in local partnership boards and influencing policy changes to benefit CYP</li> </ul>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	
<b>2. Knowledge &amp; Qualifications</b>		
<ul style="list-style-type: none"> <li>• Education: A relevant degree in social work, psychology, education, or a related field. Advanced qualifications or certifications in domestic abuse, child protection, or leadership are advantageous.</li> <li>• Experience of 4-5 years working in the Domestic Abuse / Children &amp; Young People's field</li> <li>• Knowledge of Legislation: Strong understanding of relevant legislation and regulations, such as the Domestic Abuse Act 2021, Children Act 1989, and Children Act 2004</li> <li>• Proven experience in strategic planning, ideally within children's services or domestic abuse contexts.</li> <li>• Demonstrated ability to design and launch programmes tailored to CYP needs.</li> <li>• Trauma-Informed Practice: Knowledge and application of trauma-informed practices when working with CYP affected by domestic abuse.</li> </ul>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	



<ul style="list-style-type: none"> <li>Project Management: Strong project management skills, including the ability to manage multiple projects, meet deadlines, and work within budget constraints.</li> </ul>		
<b>3. Capabilities &amp; skills</b>		
<ul style="list-style-type: none"> <li>Communication Skills: Excellent verbal and written communication skills, with the ability to engage effectively with CYP, colleagues, stakeholders, and policymakers. Clear communication is essential for advocacy, training, and collaboration.</li> <li>Trauma-Informed Practice: Knowledge and application of trauma-informed practices when working with CYP affected by domestic abuse. This includes understanding the impact of trauma and implementing supportive and sensitive approaches.</li> <li>Project Management: Strong project management skills, including the ability to manage multiple projects, meet deadlines, and work within budget constraints. Effective project management ensures the successful delivery of programmes and initiatives.</li> <li>Analytical Skills: Ability to analyse data, evaluate programme effectiveness, and make data-driven decisions to improve service delivery. Analytical skills are crucial for monitoring and evaluation processes.</li> <li>Training and Development: Skills in training and developing colleagues to ensure they have the necessary knowledge and skills to support CYP. This includes providing ongoing professional development opportunities and fostering a positive working environment.</li> <li>Legislative Knowledge: Strong understanding of relevant legislation and regulations, such as the Domestic Abuse Act 2021, Children Act 1989, and Children Act 200413. Ensuring compliance with these laws is essential for the role.</li> </ul>	X	
	X	
	X	
	X	
	X	
	X	
<b>4. Emotional intelligence</b>		
<b>Self Awareness:</b> recognizing own emotions, strengths, and limits, being self-confident	X	
<b>Self Regulation:</b> having self-control, honesty, accountability, flexibility, and being welcoming of new ideas.	X	
<b>Motivation:</b> drive to achieve the best outcome, ability to align with the values and goals of the organization, opportunistic, persistent	X	
<b>Empathy:</b> understanding others, developing others, client focus, cultivating diversity, able to read and work within group/ team dynamics.	X	
<b>Social skills:</b> able to influence and convince through adult communication, and inspiring messages, able to drive change, nurturing instrumental relationships, work together on shared goals, and able to create group synergy.	X	

<b>5. Other</b>		
Candidates must be willing to undergo an Enhanced Disclosure & Barring Service check	X	
Evidence of qualifications listed on the application form	X	
Full driving license and access to use of own vehicle (subject to the provisions of the Disability Discrimination Act 1995).	X	





