Waythrough

Job Description

Job Title	Domestic Abuse Specialist
Function	Develop, deliver and operationally lead service delivery elements, pathways and resources that meet service and local need.
Department/Team	Substance Misuse – Calderdale Recovery Steps
Reports to	Team Manager/Service Manager
Direct Reports	Recovery Navigators
Dimensions (budget, people span of control)	No budget responsibility
DBS Check Level Required	Enhanced
Grade/Job Evaluation Level	Implement - Specialist Support
Salary Banding	Key Contributor A
Created/Reviewed date	February 2026

You will be working for
Waythrough launched in October 2024 following the merger of Waythrough and Richmond Fellowship. Our vision is to break down the barriers that stop people getting the support they need to live a life they value. We tackle poverty and disadvantage in communities, through mental health, drug and alcohol, housing and related support. We have almost 200 services around England – and nearly 3,500 amazing staff and volunteers who run them. Every year our services support around 125,000 people.

Purpose of the Role
Work under Direction of the Team/Service Manager to meet the requirements and recommendations within the Local Strategic DA action plan.

Key Accountabilities
• Support the Team/Service Manager to develop, deliver, monitor and improve processes, control systems and work environments to meet quality requirements and contractual needs including KPIs. • Manage, mentor, coach and ensure the development of staff reporting to you, including volunteers. This includes involvement in delivering appropriate training, recruitment, induction, monitoring performance, managing absence and appraisals/supervisions. • Manage a caseload of service users, completing and reviewing high quality and comprehensive assessments, risk assessments and support plans, including liaising with family members, significant others and professionals / agencies as appropriate. • Maintain accurate and up to date records and reports and provide written and verbal reports as required. • Analyse information and utilise this analysis to continuously improve the service. • Work as part of the local management team and participate in working thematic groups and corporate activities. • Actively engage service users in future service design/changes to delivery. • Ensure all services delivered are accessible paying particular attention to underrepresented groups.

General Accountabilities
• Undertake continuing professional development including participating in supervision, performance appraisals and attending training as/when required.

- Work in accordance with all relevant legislation, policies & procedures and guidelines – both internal and external. This includes Waythrough clinical governance framework.
- Maintain accurate and up to date records and reports and provide written and verbal reports as required
- Keep abreast of policy and professional development within your area of professional expertise.
- Work flexibly across operational sites and within an agreed number of hours to maintain appropriate service provision, this will include evening and weekend working.

Additional Information

Role Specific Responsibilities

- Lead the development, co-ordination and evaluation of a Local Delivery Plan. Defined priorities annually agreed in line with Local Strategic DA plan.
- Attend fortnightly MARAC and daily DRAMM meetings as agreed and ensure all relevant info is fed in appropriately.
- Progress report quarterly to Performance Monitoring Meeting via Head of Service.
- Access to West Yorkshire Police Environment on Teams and to CJSM secure mail.
- Ensure that all actions from the DRAMM / MARAC are followed up and recorded appropriately includes following up referrals and contacting predominantly victims to offer support, requiring sensitivity and specialist knowledge around DA
- Deputise for Team/Service Manager at DA Operational meeting and understand the Service quarterly report to this meeting. This requires an understanding of the local position and DA action plan.

- Developing partnerships with other DA services within the locality to ensure we are working together in a coordinated way to deliver the best service possible.

- Delivery of tailored training and awareness sessions to individual teams on request.
- Support co-production sessions with commissioners and services.

Values and Competencies

Our Values
• **Kindness** - Be generous, caring and compassionate • **Courage** - Be bold, trust, commit • **Respect** - Everyone deserves dignity

Our Competencies	
Lead and Inspire	Defines the future direction of Waythrough through identifying current and future challenges and longer-term opportunities.
Create and Innovate	Takes a solutions-focused approach to the challenges we face as an organisation. Looks at new ways of working and responding innovatively with new ideas or developing current approaches to meet organisational needs.
Developing Our Talent	Creates a positive and supportive environment in which individuals can grow and develop enabling them to realise their full potential.
Impactful Communication	Shares information and presents ideas or themes clearly and convincingly so that others see us as open, transparent and credible, and want to engage with us.
Delivering Results and Achieving Greatness	Focuses on our individual drive and personal focus to succeed in delivering against our key business objectives and targets.
Service Excellence	Continues to build on Waythrough's reputation within the industry, becoming a "provider of choice" recognised by external bodies as meeting the diverse needs of our customers and delivering the highest standards of service delivery.
Working Together	Defines how we work with each other and our customers, partners, commissioners and stakeholders.

Person Specification

Qualifications	Essential or Desirable
NVQ Level 3 in Health & Social Care (or above or equivalent) or willing to work towards this in post.	E
Relevant professional qualification e.g. addiction studies, counselling, social work, therapeutic qualification.	D

Skills	Essential or Desirable
Proficient in Microsoft Outlook Office programmes	E
Ability to extract, analyze and report on management information.	E

Experience	Essential or Desirable
Understanding of and ability to implement interventions, including brief interventions MI, PSIs, CBT and ITEP.	E
Working with models of service delivery and issues relating to recovery planning, assessment of risk and segmentation.	D
Working with best practice frameworks e.g. NICE, DOH, NTA, NMC, Care Quality Commission & Caldicott Standards	D
Carrying out assessment and recovery planning and risk management plans.	D
Delivering 1-2-1 and group therapeutic interventions.	D
Experience of working with carers and families.	D
Knowledge of working within Safeguarding and Hidden Harm	E
Experience of using Management Information Systems.	E