



T: 01949 803259 E: info@saferlivingfoundation.org W: www.saferlivingfoundation.org

Job Title:	Prevention Project Treatment Manager
Location:	Nottinghamshire
Reporting to:	Lynn Saunders (Whatton) & Professor Belinda Winder (NTU), Safer Living Foundation
Salary Range:	£28,000 - £32,00 pro rata
Contract:	18.75; flexible working hours required (12 month contract in the first instance)

Salary scale will be negotiated and agreed at appointment subject to qualification and experience. Applicants should have experience and knowledge of working with people convicted of a sexual offence. Induction, required training and support will be provided. We are happy to consider secondments.

Safer Living Foundation Overview

Background

The Safer Living Foundation (SLF) is a Charitable Incorporated Organisation that has been set up as a collaboration between Whatton prison, Nottingham Trent University, the National Probation Trust (East Midlands), Nottinghamshire Police, Age UK and Circles UK representatives. The organisation was initiated by the Governor of HMP Whatton, who felt that there was a gap in the 'through the gate' care for prisoners, and particularly for the most excluded group of ex-prisoners, those who have committed a sexual offence.

Charitable Aims

- To promote for the benefit of the public the protection of people from, and the prevention of, sexual crime.
- To promote for the public benefit the rehabilitation of persons who have committed or are likely to commit offences, particularly sexual offences against others.

SLF Prevention Project

This project is primarily about prevention. It is modelled on the German Dunkelfeld project (<https://www.dont-offend.org/story>). Treatment will be offered to adults who self-identify as having an offence related interest or have concerns that they may commit a sexual offence. The project will offer treatment to clients regardless of the focus of their interest (e.g. children, adults etc.).



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Aims and objectives

- To provide a free treatment service for individuals who are concerned about their sexual interests and/or that they may sexually offend with the aim of helping these individuals to manage their sexual interests and prevent potential abuse from occurring. This type of service does not currently exist in the UK.
- To gather and use evidence-based best practice and service-user involvement which will underpin all aspects of the prevention project.

Role Information

This is a psychologist post within a community based Charity. The primary purpose is to assist in the setup of this project and once up and running, to oversee, facilitate and manage it. Specific role details are outlined below.

Responsibilities, Activities and Duties

The post holder will be required to carry out the following responsibilities, activities and duties:

- Assist in the general setup of the project – this will involve assisting in advertising of the project, recruitment, dealing with referrals, and any other related tasks
- Ensure that the required number of programme sessions are delivered as outlined in the Treatment Manual within each 12 month period
- Responsible for the quality of delivery of the programme which includes the preparation, engagement, facilitation, assessment, reporting and ongoing support of participants and staff involved in delivering the programmes
- Responsible for ensuring that programmes are delivered in accordance with their design and that facilitators adhere to the principles of the programme
- Responsible for ensuring facilitators are properly selected and have been through the selection procedure as set out in the Treatment Manual
- Responsible for the ongoing support and continuing professional skill development of facilitators
- Responsible for setting a supervision contract with facilitators, providing professional supervision that is compliant with the Treatment Manual
- Responsible for monitoring the required amount of sessions as set out in the Treatment Manual
- Provide feedback from the monitoring to facilitators in a way which develops their skills and improves the delivery of the programme



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- Maintain a log of supervision and session monitoring in a timely fashion
- Ensure guidelines on the assessment and selection of service users are followed to ensure that only those service users who require the programme, on the basis of risk, need, responsivity and diversity are selected for the programme
- Ensure that in all aspects of professional activity (e.g. communication with service users, referrers, colleagues and in the assessment, development/delivery of interventions) issues of diversity such as race, identity, culture, sexuality and gender are sensitively considered and incorporated to reflect individual differences appropriately.
- Ensure guidelines for the de-selection of service users are followed where necessary
- Ensure that all relevant paperwork is completed on time
- Supervise and authorise post programme reporting ensuring they meet the needs of those for whom they are written
- Respond to any local queries or complaints about the delivery of the programme
- Where relevant, attend counselling support sessions and ensure facilitators attend counselling support sessions
- Attend all relevant training and meetings
- Contribute to the function and activities of the programme
- Contribute to awareness training and consultancy
- To explain, promote and develop awareness of the Safer Living Foundation and the Prevention Project among relevant statutory agencies.
- To work with the statutory agencies to identify and assess individuals that may be suitable for the programme.
- To ensure effective communication links are in place and maintained and to ensure that protocols and Service Level Agreements are adhered to.
- To assist in the development of methodologies for evaluation of SLF projects and to gather and collate information needed for such evaluation.
- Keeping up to date with broad developments in work related issues.
- Participating in the outreach and educational work, including writing for publications, undertaking speaking engagements and answering enquiries.
- To screen, train, support and supervise any volunteers taking part in SLF projects and ensure they work within the volunteer policies and procedures.

The duties/responsibilities listed above describe the post as it is at present and is not intended to be exhaustive. The Job holder is expected to accept reasonable alterations and additional tasks of a similar level that may be necessary.



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Competencies

For the purpose of selection the following competencies will be measured:

- Making Effective Decisions
- Leading and Communicating
- Collaborating and Partnering
- Building Capability for All
- Managing a Quality Service
- Showing Drive and Resilience
- Caring

Experience and Skills

Essential Criteria

- Registered psychologist with the HCPC;
- Considerable knowledge of and experience in delivering assessment and treatment services to adults convicted of sexual offences;
- Knowledge of the criminal justice system and risk management of individuals who have committed a sexual offence;
- Knowledge of child safeguarding policy and provision;
- Experience of dealing with difficult people on a one to one and group basis;
- Strong communication skills, including the ability to present ideas clearly, both orally and in writing, to a wide variety of people;
- Confident and assertive individual with the ability to remain calm under pressure;
- Ability to contribute to the development of new initiatives;
- Ability to work effectively and co-operatively as part of a team;
- Computer literacy including familiarity with Windows, Word, Excel and email;
- Good time management and administration skills;
- Ability to promote equal opportunity – treating all people with fairness, dignity and respect and to challenge discriminatory behaviour, upholding and fostering diversity.

Desirable Criteria

- Experience of working with and managing volunteers
- Presentation skills
- Experience in the preparation and delivery of training



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Essential Information

The post holder will be line managed by the trustees of the Safer Living Foundation, in particular Professor Belinda Winder (NTU) and Lynn Saunders (Governor of HMP Whatton). They will work closely with the rest of the trustees and other members of the charity.

The office base will be split between HMP Whatton and Nottingham Trent University, with provision made for working from home as and when necessary. The post holder will be expected to meet with colleagues in Whatton / Nottingham Trent University at least once a week and to attend monthly team meetings plus any other team events schedule throughout the year.

The post holder will need to have a driving licence and use of a car. Mileage rates will be paid. Some evening and weekend work is required, for which time off in lieu should be taken in consultation with the line manager.

Candidates will be subject to enhanced prison vetting (appointment will be subject to this being completed satisfactorily) and a probationary period. All candidates are required to declare whether they are a member of a group or organisation which the Safer Living Foundation considers to be racist and should be committed to diversity and equality.

Closing date for applications: 19th May

Expected date for interview: 2nd June 2017

Applicants will be requested to provide a short presentation to the panel. Details will be provided to applicants on offer of an interview.

Please return your CV with a covering letter (outlining how you meet the job requirements) to Lynn Saunders, HMP Whatton, New Lane, Whatton, NG13 9FQ and electronic copies to Lynn Saunders (c/o anne.mcmeekin@hmps.gsi.gov.uk) and Professor Belinda Winder (Belinda.winder@ntu.ac.uk).