

## EXAMPLE ROLE OUTLINE: PARISH DOMESTIC VIOLENCE CONTACT

The Church takes the safety of everyone within the church very seriously and expects that everyone will work within the Church safeguarding policy. In particular, the Church expects anyone who becomes aware of a safeguarding risk or of actual abuse, to immediately raise this with \_\_\_\_\_

Those who work with children, young people and/or adults who are vulnerable should have a commitment to:

- Treat individuals with respect
- Recognise and respect their abilities and potential for development
- Working in ways that meet and develop the personal, spiritual, social and pastoral needs
- Promote their rights to make their own decisions and choices, unless it is unsafe
- Ensure their welfare and safety
- The promotion of social justice, social responsibility and respect for others
- Confidentiality, never passing on personal information, except to the person you are responsible to, unless there are safeguarding issues of concern which **must always** be reported to the person named above.

<b>Role</b>	Parish Domestic Violence Contact
<b>Responsible to</b>	Designated member of the Parochial Church Council
<b>Key Responsibilities of the Role (tasks to be undertaken)</b>	
<p><b>Essential:</b></p> <p>Liaise and work closely with the incumbent and parish safeguarding co-ordinator to:</p> <ul style="list-style-type: none"> <li>• provide support, advice and guidance within the parish on all matters relating to domestic abuse</li> <li>• receive any concerns about children or adults in the parish who are or may be part of a household where domestic abuse is taking place and make sure that proper advice is sought and referrals are made to statutory agencies as required in accordance with the House of Bishops’ Responding Well to Domestic Abuse: Policy and Practice Guidance and the Church of England – Birmingham’s procedures for implementation</li> <li>• raise any concerns or allegations of domestic abuse against the incumbent, directly with the bishop’s safeguarding adviser</li> <li>• challenge inappropriate behaviour and comments about domestic abuse by church members</li> <li>• ensure records of concerns or allegations of domestic abuse are being maintained, kept securely, in accordance with House of Bishop’s and diocesan guidelines, and that all information is treated sensitively, with a high level of confidentiality</li> <li>• report regularly to the PCC</li> <li>• ensure that the parish domestic abuse policy, helplines and local services are displayed in all church premises</li> <li>• attend S3 Responding Well to Domestic Abuse training provided through The Church of England and promote attendance at this training amongst those in leadership, pastoral and safeguarding roles within the parish - including those involved in marriage preparation or parenting courses</li> <li>• update their contact details with the Safeguarding Support Officer annually</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• raise awareness of domestic abuse amongst church members, particularly those in leadership, those who preach, teach or offer pastoral care and those with responsibility for publicity and communications in the parish to enable them to speak against domestic abuse</li> <li>• contribute to discussions with those who lead activities or provide services or pastoral care for</li> </ul>	

children, young people, families, couples preparing for marriage and vulnerable adults about healthy relationships, positive parenting and confidence-building <ul style="list-style-type: none"> <li>• develop links with local domestic abuse organisations</li> <li>• offer domestic abuse awareness raising activities for the church community – e.g. on the International Day for the Elimination of Violence Against Women on 25<sup>th</sup> November</li> </ul>	
<b>Any arrangements for induction, training &amp; support</b>	
Access to parish domestic abuse records to be authorised by the PCC. Attendance at Domestic Abuse Training led by The Church of England – Birmingham required.	
<b>Any practical arrangements relevant to the role (e.g. process for paying expenses, times role should be carried out, provision of equipment)</b>	
<b>Role to be reviewed</b> <i>(insert date)</i>	annually
<b>The role is eligible for a criminal record check which is renewable every five years</b>	Yes