

Hertfordshire Sunflower Domestic Abuse Champions Network



Information Booklet

Introduction

The Herts Sunflower Champions Network underpins the efforts of the Hertfordshire Domestic Abuse and Violence Against Women and Girls Partnership to work in a coordinated and consistent manner across frontline service delivery, develop training and awareness, raise public confidence, and create better opportunities. With a network of eyes and ears around Hertfordshire, there's a better chance to ensure that no-one experiencing domestic abuse is left isolated and without the support they want.

The Herts Sunflower Partnership includes the coordination and delivery of information and advice, signposting, awareness raising and communications. It includes the Herts Sunflower Domestic Abuse Champions Network, Herts Sunflower website, local domestic abuse forums and Herts Sunflower newsletter, working in collaboration with agencies and service providers and links to the local partnership governance structure via the Practice and Partnership Network subgroup. Find out more at hertssunflower.org

Herts Sunflower Champions

Herts Sunflower Champions are provided with a half day training session that seeks to help delegates gain an understanding of domestic abuse, to recognise and respond to victims and understand how to refer that person to appropriate help and support. A Community Champion can be anyone amongst local business and services who meets the public regardless of their job role.

Herts Sunflower Domestic Abuse Champions Network

The wellbeing of our champions is paramount; the role may invoke a range of emotions and sensitivities. Therefore, before any application is completed and submitted all applicants are advised to consider their own health and well-being and be confident that it is safe to continue.

How do I apply?

1. Read this **information booklet** in full and make sure that you understand the service level agreement.
2. Share the information booklet with your **line manager** (if applicable) and get their agreement for you to become a Hertfordshire Sunflower Champion.
3. Complete this online **application form** (estimated time to complete 6 mins)

Once we have received your application form, we will send you the registration links to take part in the training.

If you have any queries, please contact strategic.partnership@hertfordshire.gov.uk

Applicants: It is imperative that the role and expectations are fully discussed, understood, and agreed with your line manager and agency. Any expression of interest submitted without clear and explicit support and agreement shall not be progressed.

Once we have received your completed application and you have completed the training, you will be invited to attend our quarterly Herts Sunflower Champion Network meetings. This is an opportunity for continued professional development and a chance to share best practice at a national and local level.

Agency / Line Managers: It is imperative that full commitment to the Champions Network (as per the Service Level Agreement) is given, along with provision of ongoing support and supervision to allow any applicant to fulfill the Champion's role whilst keeping themselves safe. Once the intended Champion has submitted their online application, you will be sent a link to confirm that you have read the service level agreement below, to provide assurances that the applicant will be provided with opportunity to act as Champion within their day-to-day role.

Herts Sunflower Champion Role Profile

The Herts Sunflower Champions Network is made up of enthusiastic and dedicated volunteers, who will promote the Hertfordshire Domestic Abuse Strategy and the Herts Sunflower Domestic Abuse Champions Network. As part of your day-to-day role, you will be expected to fulfil the responsibilities set out below:

Champions Responsibilities:

- to act as a contact person for colleagues – but not to take responsibility for and case manage domestic abuse cases.
- to take an active role in coordinating and delivering domestic abuse awareness training within their agency and assist in the delivery within their locality as part of a 'trained trainer' approach.
- to ensure that domestic abuse information is available and referral to support pathways is clear and accessible.
- to ensure that colleagues are aware of the Champions Network, their role in it and how to contact them.
- to ensure information i.e., leaflets and posters are displayed in all areas.
- to attend annual Champions networking and updating events.
- to understand the role and any impact on their current job – as agreed with their line manager.
- to commit to at least one year as champion
- commit to attend the minimum training for the chosen Champion level

Skills and experience

Champions will ideally have the following skills and experience:

- Knowledge of domestic abuse and its impact on children, adults, and the wider community.
- Understanding of the role of agencies in identifying and responding to the needs of children, adults and communities affected by domestic abuse.

- Good communication and listening skills.
- Experience of working with colleagues to resolve problems.
- Understanding of confidentiality and safeguarding issues.

Benefits for a Champion

You will benefit from

- updates around government legislation
- confidence building
- personnel development
- peer support from a network of champions
- skills to advise and support other
- monthly updates via new letters
- refresher training
- access to pathways into local services

Agency and Managers responsibilities

The role of the Domestic Abuse Champion will need to be incorporated as part of any day-to-day role profile. Therefore, all Champions will need to be fully supported by their agency / organisation and provided with capacity to undertake the responsibilities outlined above within the context of their role profile.

A service level agreement will be authorised by each agency.

Benefits of having a Champion in your team / organisation:

- Instant access to expert advice on domestic abuse
- Improved awareness of domestic abuse
- Greater confidence in identifying and responding to domestic abuse
- Energised practice
- Improved support for people using your services
- Improved productivity
- Opportunity to identify key issues, themes and patterns
- Promoting peer support and knowledge sharing

Training

Once we have received your application form you will be invited to attend the next available training session.

Training is coordinated and delivered in partnership by Safer Places.

Herts Sunflower Domestic Abuse Champions will receive training as detailed below, which will develop champions' knowledge and confidence. The content of this course will be tiered dependent on champion level and will include, but not be limited to, the following, utilising both theory and practical based learning

- The role of the Domestic Abuse Champion
- What is domestic abuse

- Prevalence of domestic abuse – international, national, and local
- Understanding Coercive, controlling, and threatening behaviours Indicators of Domestic Abuse
- Dynamics and continuum of domestic abuse – recognising signs and forms, impact and context, and intersectionality
- The Five Stages - cycle of change
- Breaking the cycle of domestic abuse
- Understanding why victims stay
- Perpetrators – identifying and responding
- The direct and in-direct impact of domestic abuse on children and young people – and factors that may indicate future development and influence of abusive behaviours/cycles
- Risk identification, assessment, and management, including understanding of the Domestic Abuse, Stalking and Honour Based Abuse Risk Identification Checklist (DASH)
- Safety Planning
- Information sharing and confidentiality – handling disclosure/asking the question
- Support systems / pathways – Multi Agency Risk Assessment Conferences, Multi Agency Public Protection Arrangements, Child Protection
- Enforcement/prevention tools – Domestic Violence Protection Notice /Domestic Violence Public Order/Clare's law
- Support available in Hertfordshire - Support services; local / national
- Herts Sunflower website and Champion training and support

Once you have completed the training you will also be able to access free resources to support you in your role, including:

- Herts Sunflower Champion Information Pack (online PDF)
- J9 Window Stickers
- J9 Posters
- Resources with the local Hertfordshire Domestic Abuse Helpline telephone number on them, such as pens, highlighters, lip balms, booklets etc.

Service Level Agreement

Agency / Manager Responsibilities

As the agency / line manager, I will:

- nominate enthusiastic individuals who will take up this role
- ensure that adequate time is allowed within the demands of their day to day role to meet the requirements of this role
- ensure that adequate time away from their normal role will be given for training and network sessions. Domestic Abuse Champions are required to attend at least one network meeting a year
- support any ongoing cascade of training to their agency around domestic abuse awareness
- allow the Domestic Abuse Champion to be used as an 'in house' lead on domestic abuse and recognise the impact it may have on that person and their workload
- support and encourage the Domestic Abuse Champion with their new responsibilities
- provide on-going supervision and support to ensure the health and well-being of Domestic Abuse Champions is maintained.
- Notify the Partnerships Manager, Domestic Abuse, and the Sunflower Hub Manager immediately of any organisational or individual changes that impact on a Champion's capacity to continue.

Confidentiality

As the line manager you are responsible to adhere to your organisation's confidentiality policy and procedure and ensure all champions are up to date with their organisation's policy and procedures.

Domestic Abuse Champion Responsibilities

As a Domestic Abuse Champion, I will:

- ensure I am fully aware of the likely effects of the role and its responsibilities on my current job
- ensure I keep up to date and access information on referral sources and support
- ensure the security of the Champion's database
- ensure my colleagues are aware of the Champions Network, my role within it, how to contact me and the location of the resource manual
- cascade training in relation to domestic abuse and keep a record of those trained
- ensure information i.e. leaflets and posters, are displayed in all areas
- attend networking and updating sessions
- be open to the idea of being trained to train colleagues and partners
- hold the contact phone numbers for any support groups in my locality, or know where to find them
- complete the HSCB and HSAB safeguarding training
- complete any HSCB and HSAB online Domestic Abuse Awareness training

Confidentiality

As the champion for domestic abuse, it is your responsibility to adhere to your organisation's confidentiality policy and procedure and to ensure you are up to date with the current policy and procedures.