**Job Description**

**Independent MARAC Chair  
  
Role Profile**   **Service/Team**  Community Safety Team

**Reports to**  **Domestic Abuse Strategic Lead**

**Responsible for 0**

**Number of posts**  1

**Post Number** TBC

**Career Grade**  N/A

**Job Overview**

**My job improves the quality of life for the people of Bournemouth, Christchurch & Poole Council by managing the process that addresses the safety of the highest risk victims of domestic abuse in this area in partnership with other agencies. In order to do this we need to have a MARAC which is consistent, transparent and accountable**.

The successful post holder will provide strategic representation and leadership and steer an effective  
safeguarding partnership process and chair the multi-agency tactical group, to ensure that meetings are  
centred on problem solving, and practical tasking and coordination linked to safety planning, that  
identifies and use the range of resources available through the partner agencies.

**Key Responsibilities**

* Provide effective chairing of the MARAC in accordance with statutory and procedural requirements.
* To ensure effective presentation of the cases at MARAC, and to challenge submissions of cases where appropriate.
* Make an independent judgement about the safety and suitability of MARAC safety plans. This will include ensuring that:
  + MARAC meetings are centred on problem solving and practical tasking and co-ordination linked to safety planning, that identifies and uses the range of resources available through partner agencies.
  + The particular and diverse needs of victim, perpetrator, child/ren and others identified as at high risk are met are considered in all aspects of communication, assessment, engagement and planning.
  + The experiences and views of high risk victims influence professional assessment and decision making. This will be through effective engagement with the specialist domestic abuse service.
* Ensure the maintenance of accurate and timely electronic records within the agreed MARAC operating protocol and use of the Ecins case management system.
* Be required to encourage and facilitate the development and dissemination of knowledge, best practice and skills across agencies.
* Maintain the highest standards of conduct and ethics.
* Liaise extensively with legal professionals, statutory bodies and senior colleagues to ensure full scale compliance with the relevant statutory framework.
* Develop and maintain close working relationships with other services and organisations in order to facilitate the flow of information, encourage joint working and co-operation, achieve the prompt resolution of complex problems and ensure that, where an input is required from a number of teams, service delivery is properly co-ordinated.
* Deliver a service which aligns with and takes account of BCP’s policies and procedures for safeguarding children and vulnerable adults.
* To oversee accurate statistics relating to the services are provided and liaising with the appropriate Agencies regarding any statutory returns required.
* Ensure that best use is made of IT systems to support the work of the service and commission changes and enhancements that will reduce avoidable contact, increase efficiency and improve the quality of data and reports.
* Represent the BCP MARAC at any relevant local, sub regional and national level for the purpose of exchanging information, improving joint working and promoting good practice.
* Maintain professional competence and keep abreast of developments through research and reading, attendance of courses and briefings, and the use of established networks, ensuring all policies and procedures are updated to reflect such changes.

**Specific Qualifications and Experience**

* Highly efficient and competent at communicating in an open style with strong verbal and written communication and negotiation skills for a wide-ranging audience
* To have some training experience would be beneficial
* Educated to degree level or have significant demonstrable relevant experience
* Working knowledge of the Data Protection Act
* Previous Chairing Skills
* Previous experience of leading or actively participating in multi-agency and tactical meetings which take a problem solving, tasking and coordination approach
* Flexible approach to working arrangements to meet demands of role
* Ability to accurately record and summarise case issues, and determine actions with appropriate leads
* Experience of working with internal/ external partners, building effective relationships and challenging decisions where appropriate
* Experience of working within either a community safety, policing or criminal justice environment or partnership service
* Experience of partnership working within the Public, Private and Voluntary and Community sectors
* Understanding of safeguarding processes
* Strong communication skills, with the ability to negotiate and influence with internal and external parties
* Ability to make effective decisions and articulate the rationale, demonstrate confidence, assertiveness and yet remain sensitive as appropriate
* Strong partnership skills - ability to establish excellent working relationships at all levels of an organisation and maintain contacts with key decision makers
* Significant expertise in relation to domestic abuse
* Has completed the MARAC Chair training, or is willing to attend the training,

**Personal Qualities & Attributes**

* Ability to gain the trust and respect of senior managers in partner agencies.
* Ability to work positively within a team and to contribute actively to corporate and directorate objectives.
* Ability to manage conflicting priorities and deadlines.
* Ability to work on own initiative and as part of a team.
* Good written and presentation skills, with ability to produce timely, concise, and accessible reports for staff at all levels of seniority.
* Excellent organisational skills with high levels of accuracy and attention to detail. Good keyboard skills with a comprehensive knowledge of Microsoft Office Suite.
* Attention to detail and the ability to interpret complex information.
* Ability to challenge partner organisations in a professional manner, when relevant

**Job Requirements**

* Standard DBS required
* Must be able to travel, using public or other forms of transport where they are viable, or by holding a valid UK driving licence with access to own or pool car.
* This role requires some flexibility as whilst the hours offered each week amount to 15 hours per week and generally over two days there is a requirement to occasionally attend additional meetings and the MARAC day varies in length