



6 x GM Restorative Justice Practitioner

Location: Greater Manchester, specific location to be confirmed at interview

Hours: 35 hours per week

Salary: £20,280 per annum plus 5% pension contribution

Annual Leave: 25 days plus bank holidays

Please return completed application forms electronically to

GMRJ@REMEDIUK.ORG

Application can be downloaded from <http://www.remédiuk.org/careers-staff-vacancies/>

Hard copies can be sent to

**Remedi,
The Circle,
33 Rockingham Lane,
Sheffield,
S1 4FW**

THE WORK

Remedi have been commissioned by the Greater Manchester Combined Authority to provide restorative justice for victims of crime in the Greater Manchester area. Remedi will be working with local charity ROC in undertaking this project utilising volunteers to support the work of the paid team. The work will be spread across the 10 local authority areas with 4 recruited practitioners being aligned to the 4 cluster area's below. The 2 additional practitioners will cover multiple clusters.

1. City of Manchester
2. Wigan, Bolton and Bury
3. Trafford, Salford and Stockport
4. Oldham, Rochdale and Tameside

There will be an element of mobile working across the cluster utilising several partner agencies officers where possible. This will be confirmed at interview.

Profile

The role of a restorative practitioner involves a significant amount of contact with people affected by and involved in crime. This contact is usually initiated over the phone and includes individuals who may be the victim or perpetrator of all crime types. Your role will involve supporting individuals in the community and in prisons to assess suitability for involvement in restorative justice. Your role is then to facilitate safe communication between individuals and groups of people through face to face meetings, ensuring risk assessing takes place throughout the whole process and final meeting. This process helps reduce reoffending and enables individuals to move forward from what has happened. It can also be facilitated by acting as a go-

between to pass messages between each party either verbally or in the form of a letter. To facilitate this process you will need to have certain skills and qualities:

Communication - Listening and responding to what is being said so that people feel supported, valued and prepared to engage in a restorative intervention is an essential part of this role. There will also be an expectation that your first contact with people will be via a telephone call, so being able to engage with people over the phone is vital.

Flexibility - Working with people requires a flexible approach to ensure they are seen at times convenient to them; this can involve working on evenings and weekends. In return, we don't expect you to work a rigid 9-5 Monday-Friday working week. You will be expected to manage your diary effectively and be prepared to travel across the region (and occasionally other parts of the region). You will be required to utilise volunteers to assist with case work from a variety of backgrounds and experience.

Motivation – Well facilitated restorative interventions change lives for the better. We want you to do that. The nature of the role means generating work through phone calls, visiting victims at their home, seeing offenders in the community or prison and working in close partnership with other agencies. You are going to be out and about a lot. It is not the type of job where you are going to be sat at a desk all day with your manager down the hall. You will have to work from your own initiative and make judgements that take into account the needs of the people you are working with, your own workload and the specific contract requirements. There will be expectations on the amount of restorative work we want you to do. We want you to be the type of person that will see this as a challenge you want to meet because when it is achieved, lives are changed.

IT Capable – We want restorative practitioners to spend the majority of their time working with people. There is however a responsibility to record information accurately and promptly. As a result it is essential that you are proficient in using:

- Email
- Electronic calendar
- Word
- Excel

Recording the work is a vital in showcasing the great work you will be doing and is often a contract requirement. We have a bespoke case management system that you will receive training in.

Safe - We want you to work safely in all aspects of your role. This will mean following our own internal policies and procedures and will require you to consider safety in relation to the following aspects:

- Safeguarding
 - Lone Working
 - General Data Protection Regulations
 - Confidentiality
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What to expect

- The role will cover Greater Manchester, with an expectation of travel. A vehicle will be essential but we pay mileage at £0.40 per mile.
 - A laptop and mobile phone to enable you to work remotely will be provided.
 - Internal and external training will be provided throughout your employment with Remedi. The expectation is that you engage in this training and implement it within your working life.
 - This role will require the successful completion of DBS checks and police vetting to a very high level.
 - You will have a line manager who you will meet individually at least once a month for Case Supervision and they will also be available during the week to provide support and guidance either face to face or by phone/email.
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