

## Role profile

<b>Job Title:</b>	VAWG Projects Officer	<b>Grade:</b>	9
<b>Department:</b>	Safer Communities	<b>Post no.:</b>	
<b>Directorate:</b>	Housing & Environment	<b>Location:</b>	Perceval House

<b>Role reports to:</b>	Community Resilience Manager
<b>Direct reports:</b>	n/a
<b>Indirect reports:</b>	n/a

## Job description

Recruitment practices to safeguard and promote the welfare of children and/or vulnerable adults apply to this post in addition to the requirement to obtain a Disclosure and Barring Service (DBS) check.

### Purpose of role

The VAWG Projects Officer will play a key role in supporting the delivery of Ealing's strategic response to male violence against women and girls. Working closely with the Community Resilience Manager, the postholder will coordinate, monitor, and evaluate VAWG-related projects and initiatives, ensuring alignment with the borough's Male Violence Against Women and Girls (MVAWG) Strategy and Action Plan. The role will also involve conducting hyper-local research and analysis to identify emerging issues and inform targeted interventions with a particular focus on tackling sexual abuse and women's safety in public spaces.

### Key accountabilities

- Coordinate and monitor the borough's MVAWG Action Plan, ensuring timely delivery of key milestones and accurate progress tracking.
- Organise and facilitate at least eight MVAWG partnership meetings annually, providing support to the Chair and ensuring documentation is completed.
- Responsible for the coordination of Ealing's Domestic Abuse Related Death Reviews and Domestic Homicide Reviews in line with statutory duties under the Domestic Abuse Act 2021.
- Lead on hyper local projects focusing on understanding the prevalence of sexual violence within a target area. Share research findings to MVAWG partnership with key recommendations for implementation.

- Working with stakeholders such as the voluntary sector to identify targeted interventions to address sexual violence harms which may include working with perpetrator programmes.
- Support the development and implementation of targeted communication campaigns and public engagement initiatives, including updates to the Safer Ealing website, to raise awareness of VAWG issues.
- Create and deliver impactful training, briefings, and awareness sessions for frontline professionals and community stakeholders, enhancing their understanding of gender-based violence and promoting Ealing's MVAWG strategy.
- Contribute to funding bids and strategic proposals to enhance VAWG service provision, including timely input into internal reports.
- Monitor and support evaluation of commissioned services, maintaining a basic data log or dashboard to track outputs and outcomes, and using stakeholder feedback to inform improvements.
- Coordinate and support delivery of the borough's bi-annual Women's Safety Survey and local research projects, ensuring findings are analysed and translated into practical actions that inform service delivery.
- Collaborating with the MVAWG partnership in identifying and analysing patterns of sexual violence in Ealing, using local data and stakeholder input to inform practical improvements in service delivery and response.
- Build and sustain strong partnerships with key organisations across statutory, voluntary, and community sectors, ensuring timely communication and collaboration to support a coordinated, whole-system response to violence against women and girls (VAWG).
- Contribute positively to a collaborative team environment by sharing knowledge, supporting colleagues, and actively participating in joint problem-solving to achieve shared goals.
- Leading and facilitating victim and survivor focus groups to help inform MVAWG projects.
- Demonstrate integrity and professionalism by upholding the Council's Code of Conduct and core values in all aspects of work.
- Promote equality, diversity, and inclusion (EDI), ensuring services and interactions reflect the Council's commitment to fairness and accessibility.
- Ensure compliance with legal and policy frameworks, including GDPR, confidentiality, and health and safety regulations.
- Engage in continuous learning and improvement, completing mandatory training and contributing to service development initiatives.

### **Key performance indicators**

- Completion of the Women's Safety Survey every two years, with an initial analysis summary submitted within six weeks of survey close.

- Delivery of a minimum of four VAWG training sessions or awareness events per year, with post-event feedback collected and summarised.
- Development and dissemination of at least two VAWG awareness campaigns annually.
- Organisation of at least two multi-agency events or workshops per year.
- Submission of quarterly monitoring reports for commissioned services, including basic outcome data and service user feedback.

### **Key relationships (internal and external)**

- VAWG voluntary sector agencies, including domestic abuse and sexual violence services.
- Council departments: Children's Services, Adult Social Care, Youth Justice, Public Health, Housing, and Community Safety.
- Metropolitan Police Service (local neighbourhood and public protection teams).
- Probation Service.
- Integrated Care Boards and West London NHS Trust.

### **Authority level**

- **People:** Represent the council at operational VAWG stakeholder meetings.
- **Policy:** Use insights from the Women's Safety Survey and hyper local research to inform policy development and targeted actions.
- **Financial:** Collaborate with stakeholders to develop and support funding bids for VAWG initiatives.

### **Additional Requirements**

- Willing to support on broader violence reduction and hate crime projects within the team.
- Any other duties appropriate to the post and grade.
- Occasional evening or weekend work may be required such as community outreach.

## Person specification

Community and partnership working are essential for all roles as are a commitment to Equality, Diversity and Inclusion and ensuring Health and Safety at Work for everyone working at Ealing Council.

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### Essential knowledge, skills and abilities

1. Sound working knowledge of the Domestic Abuse Act 2021, Crime and Policing Bill 2025, and Sexual Offences Act 2003, including awareness of statutory responsibilities for local authorities such as Domestic Abuse Related Death Reviews and Domestic Homicide Reviews.
2. Ability to work independently to coordinate and support project delivery, including tracking progress against milestones, monitoring outcomes, and contributing to impact assessments.
3. Organised and self-motivated, with the ability to manage competing priorities and deliver work to deadlines with minimal supervision.
4. Skilled in developing and maintaining effective working relationships with a broad range of stakeholders, including voluntary sector organisations, statutory partners, and community groups, with the ability to coordinate and facilitate multi-agency partnership meetings.
5. Good written and verbal communication skills, with the ability to present information clearly and confidently to varied audiences using a range of formats and platforms.
6. Ability to carry out qualitative and/or quantitative research, analyse findings, and apply insights to inform service delivery, campaigns, or policy development.

### Essential qualification(s) and experience

1. Experience of working within the Violence Against Women and Girls (VAWG) sector, with involvement in service delivery, partnership coordination, or policy implementation.
2. Experience on coordinating and delivering projects, including monitoring progress, supporting evaluations, and contributing to outcome reporting.
3. Proven ability to support the development of funding bids or grant applications, including gathering evidence and drafting content.
4. Experience in planning, coordinating, and delivering VAWG-related campaigns, training sessions, or awareness-raising activities, with evidence of impact or reach.

## Values and behaviours

Improved life for residents	Trustworthy	Collaborative	Innovative	Accountable
<ul style="list-style-type: none"> <li>• Is passionate about making Ealing a better place</li> <li>• Can see and appreciate things from a resident point of view</li> <li>• Understands what people want and need</li> <li>• Encourages change to tackle underlying causes or issues</li> </ul>	<ul style="list-style-type: none"> <li>• Does what they say they will do on time</li> <li>• Is open and honest</li> <li>• Treats all people fairly</li> </ul>	<ul style="list-style-type: none"> <li>• Ambitious and confident in leading partnerships</li> <li>• Offers to share knowledge and ideas</li> <li>• Challenges constructively and respectfully listens to feedback</li> <li>• Overcomes barriers to develop our outcomes for residents</li> </ul>	<ul style="list-style-type: none"> <li>• Tries out ways to do things better, faster and for less cost</li> <li>• Brings in ideas from outside to improve performance</li> <li>• Takes calculated risks to improve outcomes</li> <li>• Learns from mistakes and failures</li> </ul>	<ul style="list-style-type: none"> <li>• Encourages all stakeholders to participate in decision making</li> <li>• Makes things happen</li> <li>• Acts on feedback to improve performance</li> <li>• Works to high standards</li> </ul>