



## **JOB DESCRIPTION & PERSON SPECIFICATION**

### **REGIONAL MANAGER**

<b>Salary:</b>	£35,411
<b>Hours:</b>	Full time (35 per week)
<b>Location:</b>	Home-based with some national travel including to our Head office in Bristol
<b>Annual Leave:</b>	25 days p.a. plus 8 bank holidays plus closure over Christmas and New Year
<b>Pension:</b>	3% pension contribution (paid after three months)
<b>Tenure:</b>	Fixed term contract until 31st March 2025 – with the possibility of extension dependant on securing of additional future funds.
<b>Employer:</b>	IRISi
<b>Reporting to:</b>	ADViSE Lead and Senior Regional Manager

### **OVERVIEW**

IRISi is a social enterprise established 2017. IRISi's vision is a world in which gender-based violence is consistently recognised as a health issue. Our mission is to promote and improve the healthcare response to gender-based violence (GBV) through health and specialist services working together. We are working towards having a suite of evidence-based health, domestic abuse and sexual violence programmes that can be commissioned locally.

#### **The Role**

This post is for an exceptional individual to promote, support and implement the nationwide IRIS programme and newly launched ADViSE programme in sites across the UK. The Regional Manager will work closely with IRIS and ADViSE teams in various sites to implement, support, guide and oversee the programmes. This is a great opportunity to be part of improving the healthcare response to gender-based violence and to join the ambitious and dedicated team at IRISi.

## **SPECIFIC AREAS OF RESPONSIBILITY:**

### **To support the development of IRISi's programmes in new sites**

- To liaise with local decision makers in health and specialist providers
- In collaboration with the IRISi Programme Leads, to:
  - Generate and follow up leads with additional relevant partners increase the reach of IRISi's programmes
  - Deliver presentations and workshops to secure ongoing interest in the IRIS and ADVISE model, including scaling the models for continued local delivery
- To enhance current programme literature by incorporating local and national data

### **Managing programme implementation in new sites**

- To manage relationships with key partners in health and VAWG services
- To provide consultancy and support to potential partners and commissioners
- Working closely with the IRISi Programme Leads, (and, where appropriate, the commissioner), to select the local Violence Against Women and Girls (VAWG) service/s that will deliver the IRIS/ADVISE programme in the new site
- To support IRIS and ADVISE partners to work within budget to deliver the programme locally
- To participate in the initial recruitment of local team members
- To run train the trainer courses for new local teams to equip them to deliver the IRIS/ADVISE programme locally
- To support the establishment of local steering group meetings

### **Managing programme maintenance in existing sites**

- To continue to participate in ongoing steering group meetings
- To provide ongoing support and maintain supportive relationships with all local stakeholders
- To provide ongoing needs-led support and guidance for local teams to run their programmes as intended
- To have oversight of the development of the IRIS/ADVISE programme in local sites and the progress towards agreed timescales and deliverables
- To provide advice and support to calculate costs for continuing/expanding the IRIS/ADVISE programmes
- To provide support and consultancy to obtain ongoing funding for local IRIS/ADVISE programmes

### **Network Support**

- To facilitate and encourage peer support and learning across and between IRIS/ADVISE sites
- To listen to, gather feedback and ideas from IRIS/ADVISE teams and pass to Line Manager in order to assist in the refinement and improvement of what IRISi provides
- To review and update existing training materials and other resources developed for local IRIS/ADVISE teams
- To run open access train the trainer courses for new members of local teams
- To coordinate and run regional and national training and development days for the IRIS/ADVISE teams

- To participate in the planning and delivery of one-off training sessions and other events developed for the IRIS/ADVISE network

### **Support of National Work**

- To act as a champion of IRISi's programmes and work
- To share and promote evidence-based learning
- To contribute to national research and liaise with other partners as appropriate
- To seek up-to-date knowledge on research and community developments relevant to the Post

### **Evaluation**

- To support collection of data on the effectiveness of the programmes in local sites
- To support the integration and analysis of those data at a national level
- To use the findings to further enhance the programmes
- To present the findings to funders and commissioners to secure ongoing and further commissions

### **Participating in the organisation**

- To uphold IRISi values
- To act in accordance with IRISi policies and procedures
- To attend and contribute to team meetings
- To be self-supporting in the role managing most necessary administration
- To attend and participate in training when required
- To attend and participate in regular line management
- To undertake any duties consistent with the post, as may be reasonably requested.

## **PERSON SPECIFICATION: IRIS REGIONAL MANAGER**

### **ESSENTIAL**

#### Values and ethos

1. Commitment to the vision and mission of IRISi. See [www.iris.org](http://www.iris.org)
2. Commitment to and understanding of domestic abuse from a feminist perspective
3. Commitment to anti-oppressive practice and a commitment to challenge sexism, racism, and other forms of discrimination

#### Attitude

4. Motivation to build bridges between primary care and domestic abuse services
5. Conscientious and highly organised
6. Highly motivated and hardworking on own initiative and flexible to meet needs and priorities
7. Positive attitude towards problem-solving
8. Persuasive and confident approach in meetings and with colleagues of all levels

#### Experience

9. Experienced in the field of violence against women and girls
10. A track record of making a difference in practice, ideally involving support for vulnerable women
11. Experience and competence as a trainer who is effective in building understanding and developing trainees' practical skills including through provision of mentoring and coaching
12. Experience and competence as a public speaker who is effective in provoking interest and inspiring her audience
13. Experience of planning and managing a complex workload, meeting targets and deadlines

#### Knowledge

14. Good understanding of domestic abuse and its impact on survivors and their children
15. Understanding of the gendered nature of violence and abuse, and of the impact of multiple, intersecting oppressions (including sexism, racism, homophobia, ableism) and the consequent barriers for some survivors of domestic abuse to accessing health and other services
16. Good understanding of monitoring and evaluation tools and/or frameworks

#### Skills and abilities

17. Ability to build relationships and communicate with a range of stakeholders in different sectors and at different levels
18. Skilled in motivating and improving the practice of staff for whom the post-holder does not have line management responsibility
19. Organisational skills to manage the collection of data to sustain delivery of a service

20. Ability to gather, interpret and process complex information
21. Ability to multi-task, reorganise priorities at short notice and work proactively and reactively
22. Ability and willingness to work flexible hours including some early mornings and evenings, and to attend virtual and in-person meetings across the UK
23. Excellent written and verbal skills
24. Competence with Microsoft Office and online training platforms

**DESIRABLE**

25. Educated to degree standard
26. Experience in helping to disseminate the findings of a programme.

**August 2023**