

Anti Slavery Initiative Oxford Survivor Support Hub Manager Role

The Organisation

Our Vision: A world free of people being exploited as commodities for personal or commercial gain

Our Mission: To equip individuals in identifying exploitation, empowering them to make choices that break the cycle and fostering the restoration process of survivors, enabling hope for a better future.

We are a group of abolitionists seeking to do our part in bringing an end to modern slavery and human trafficking. We aim to identify gaps in support for survivors locally and help to find creative solutions to provide additional support and assist in the restoration process. We also seek to find opportunities for volunteers to take part in this work.

The Anti Slavery Initiative Oxford is a Registered Charity (no. 1197842) and is operating as a charitable incorporated organisation (CIO)

Survivor Support Hub Manager Role

Local agencies have identified the need for additional survivor support in Oxfordshire, as more individuals are being identified as either being exploited or at risk of exploitation. We aim to assist in preventing and protecting individuals from further exploitation and have set up a Survivor Support Hub (SSH) to meet this need. The SSH provides person centred support by way of advocacy, emotional and practical support and is overseen by the SSH Manager. Much of the direct support will be provided by trained volunteers in the form of listening, friendship, signposting, finding information and other practical tasks.

We are looking for an individual to join our team who has a passion to support survivors of modern slavery, exploitation and human trafficking in their journey to freedom and in rebuilding their lives.

This is a new role and is subject to funding with a view to starting in late April 2024, working 24 hours per week on a fixed 1 year contract. Salary £35,100 pro rata.

You will report to the Operational Lead and Board of Trustees.

Key Responsibilities

- To manage and develop the SSH in Oxfordshire
- To work alongside referral partners, to assess and receive referrals into the SSH
- To negotiate future contracts with funders
- To ensure the SSH is delivered to the highest standard
- To develop and build relationships with stakeholders
- To recruit, train, manage and support volunteers and ensure appropriate DBS checks are carried out
- To organise and facilitate pop-up hubs, if required
- To develop and manage the necessary processes and structures, in order to ensure compliance with good practice and guidance
- To identify any gaps in policies and procedures relating to the SSH

Person specification

Essential
A background in social services, modern slavery or working with vulnerable adults
Ability to lead and develop projects
Ability to train, motivate, manage and support volunteers and resolve conflicts
Ability to show empathy, understanding and compassion to clients
Have strategic and operational knowledge of modern slavery
Ability to prioritise multiple conflicting tasks in order to meet deadlines and urgent needs
Experience of adult safeguarding
A good knowledge of policies, procedures and processes needed when working with vulnerable adults
Have well-developed interpersonal skills, with the ability to communicate clearly, diplomatically, and effectively to people at all levels, both inside and outside of the organisation
Ability to work both in a team and independently and to problem-solve creatively
Experience of good record keeping
Experience of managing budgets
Proficiency working with the Microsoft suite of applications, including Word, Excel and PowerPoint
Must be a car driver with a clean UK driving licence
Must be willing to undergo an enhanced DBS check
Must have the right to work in the UK

Application process

Send your CV with a covering letter to the Board of Trustees at asioxrecruitment@gmail.com

- State why you are applying for this role
- Detail your experience as it relates to this role
- Explain how you meet the essential criteria in the person specification
- Limit your letter to 2 x A4 pages
- Submit your application by 5pm on 23 February 2024

Find more information about our work at www.asiox.org

Interviews will take place mid-March