

CARA SESSIONAL FACILITATOR

Application pack

**Recruiting for delivery in Leicestershire
and Dorset**



WELCOME FROM OUR CEO

Dear Applicant,

Thank you for your interest in the role of CARA Sessional Facilitator position at Hampton Trust. This pack includes background information on the organisation and details of our work. Should you have any questions or would like an informal chat, please do not hesitate to contact us by emailing us at jobs@hamptontrust.org.uk. If you provide details of your availability, we will then arrange for someone to get in touch.

Hampton Trust is a leading domestic abuse charity with a focus on tackling the root cause of domestic abuse by engaging perpetrators to reflect on their behaviour. We pride ourselves on being innovators in our field, highlighting gaps and testing new approaches.

Our work includes early intervention programmes for children and young people, support for child and adult survivors of historic or current sexual violence, domestic abuse perpetrator interventions and rehabilitative programmes for different types of offenders in the criminal justice system. We also deliver a range of professional training.

This is an exciting opportunity to join Hampton Trust and we are seeking an experienced facilitator for our CARA Intervention Programme.

Good luck with your application.

Kind regards,

Chantal

Chantal Hughes
CEO



ABOUT HAMPTON TRUST

At Hampton Trust, our vision is for everyone to live free from violence and abuse.

We are a leading provider of bold and innovative interventions, training, and education that help break the cycle of abuse.

Adopting a trauma-informed approach in everything we do, we create safe spaces for victims and hold perpetrators to account to foster understanding, drive behaviour change, and help rebuild lives. Our rehabilitative interventions are both community based as well as embedded within the criminal justice system.

Our primary objective is to prevent harmful behaviours from becoming entrenched and being passed down through generations by addressing the root cause of criminality. However, we know that we can't do this alone. Renowned for our track record in evidence-based and effective interventions and training, we work strategically with a range of local and national partners and policy makers to drive long-lasting transformative change within the system.

Our story

Hampton Trust was founded in 1996 and is named after Gene Hampton, who had been a well-respected Hampshire Magistrate, Chair of the Probation Committee and serving member of the National Parole Board.

At the time, a review undertaken by the Hampshire Association for the Care and Resettlement of Offenders and the Hampshire Care Trust had highlighted large areas of unmet need for the support of domestic abuse offenders and young people at risk. With setup funding provided by the Hampshire Probation Service, Hampshire and Isle of Wight Constabulary and Hampshire Social Services, Hampton Trust was established to bridge this gap.

Our key aims were to prevent young people entering the criminal justice system as well as to provide rehabilitative programmes to prevent reoffending. More than 25 years later, we remain true to these objectives, delivering a broad range of award-winning services with the aim to provide innovative solutions to rebuild lives and create safer communities.

OUR VALUES

Safety and trust

We are committed to ensuring safety is upheld in and outside the organisation. We are committed to building trusting relationships to create change and build safer communities.

Engagement and choice

We are committed to removing barriers to engagement and learning from each client interaction. We are committed to enabling individuals to make different choices by providing support and guidance to access pathways towards recovery and change.

Collaboration and innovation

We are committed to learning from collaboration with those in our service, staff, and partners to develop and share best practice. We are committed to creating an innovative workforce and providing services that are infused by a passion for learning and improvement.

Influence and inform

We are committed to working with individuals and with partners, networks and organisations who we can both learn from and influence. We are committed to developing an evidence base and being part of the conversation to influence and inform sustainable whole system change.

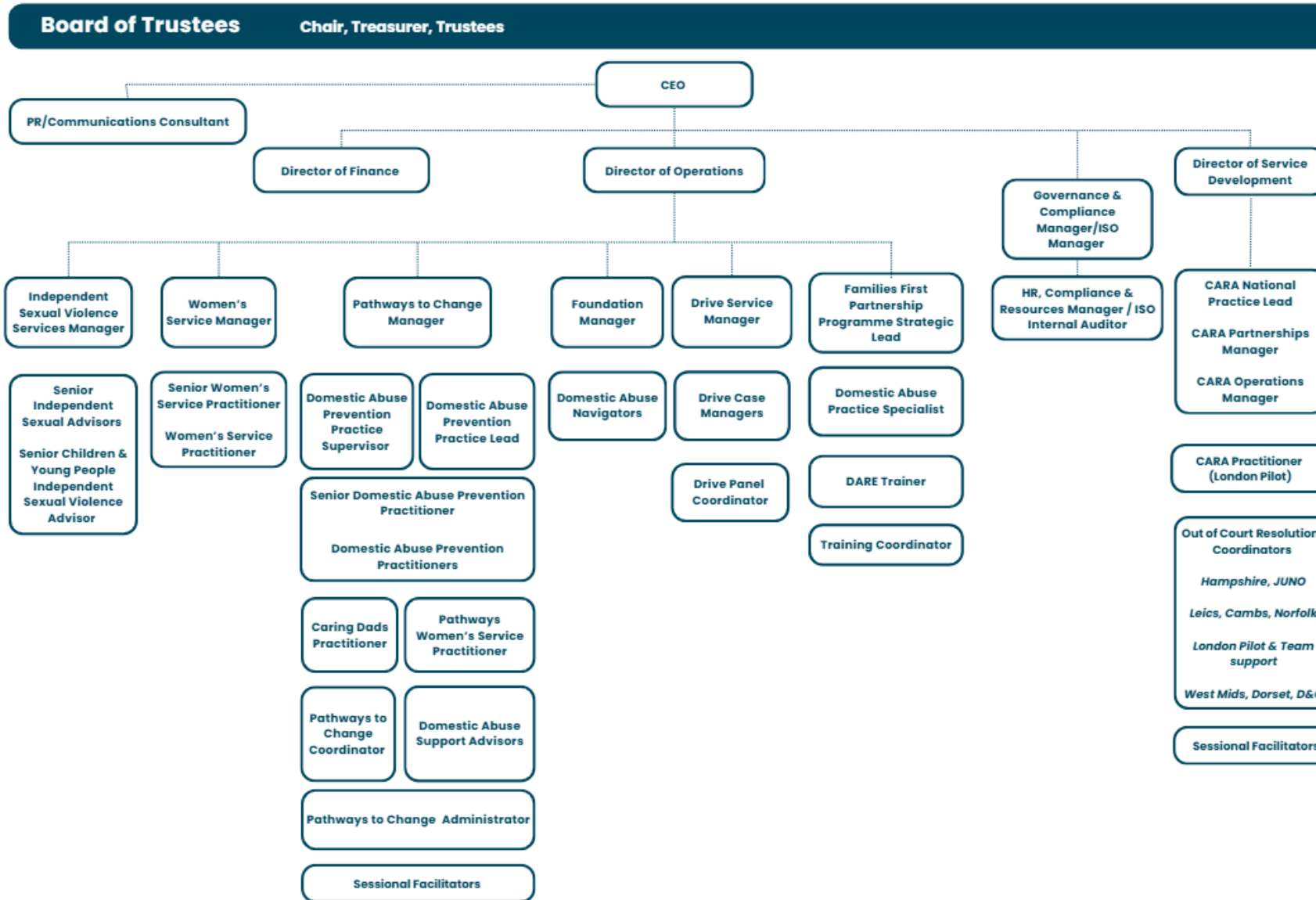
Inclusion and diversity

We are an equal opportunities employer and are proud to employ a workforce that reflects the diverse communities we serve. We aim to encourage a culture where people can be themselves and be valued for their strengths. We seek to attract and employ the best people from the widest talent pool, reflecting the diverse range of people we support.

Quality assurance

We are committed to robust quality standards across the organisation, upheld by external inspection.

ORGANISATION STRUCTURE



ABOUT CARA

Designed and delivered by Hampton Trust, CARA workshops were first trialled in 2011 under experimental conditions in partnership with Hampshire & Isle of Wight Constabulary and Cambridge University resulting in the first UK policing strategy to be evaluated under randomised control trial conditions.

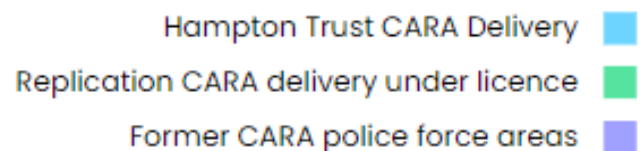
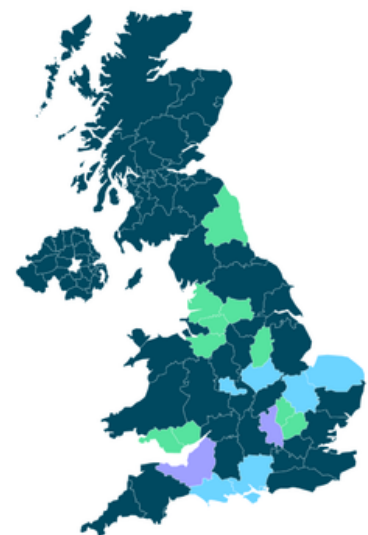
Conditional Cautions for domestic abuse had not previously been used and until 2024 remained subject to special Director of Public Prosecution (DPP) dispensation in select police forces.

Since August 2024, all police forces have been given special dispensation to use Conditional Cautions for standard-risk domestic abuse cases, provided that the intervention follows CARA principles. Experience of delivery has informed the development of a new model: Delivery in partnership with local providers.

In 2020 Hampton Trust partnered with Restorative Solutions CIC to deliver CARA in West Yorkshire, the first delivery of CARA under licence. Since 2023, several police regions have adopted this delivery model and offer CARA in partnership with Hampton Trust and a locally commissioned service provider.

2025 and beyond expects to see further CARA expansion across the country with new legislation on the use of Out of Court Resolutions for domestic abuse.

To learn more, visit our dedicated website: projectcara.org.uk



I had an idea of what domestic abuse was, but the course helped me realise that what I was doing was abusive, even if I didn't think so at the time.

JOB DESCRIPTION

Job title:	CARA Sessional Facilitator
Working hours:	Saturdays, 9am - 4pm (booked subject to availability)
Salary:	£23.87 per hour
Delivery Sites:	Leicestershire, Dorset (Please specify which area you are applying for in your application)
Contract:	Zero Hours

Job Purpose

Sessional facilitators are required to join our existing pool of skilled and experienced facilitators for the co-delivery and co-facilitation of CARA in Hampshire, Dorset, West Midlands, Cambridgeshire, and Norfolk. You will be scheduled into the CARA cohort calendar in advance, based on your availability and proximity to the CARA delivery sites. Reasonable mileage and expenses will be paid in addition to the hourly rate of pay. Facilitators will be required to commit to minimum delivery of 2 cohorts (4 workshops) per year.

CARA is an Out of Court Resolution intervention. Following a police call out and release from custody, individuals meeting eligibility criteria, and identified as Standard or Medium Risk are issued a Conditional Caution by Police. The Caution includes a referral to CARA, consisting of two domestic abuse awareness raising group workshops designed and delivered by Hampton Trust. The workshops are delivered four weeks apart to a closed group. You will be partnered with another CARA Facilitator and responsible for delivery of the two workshops.

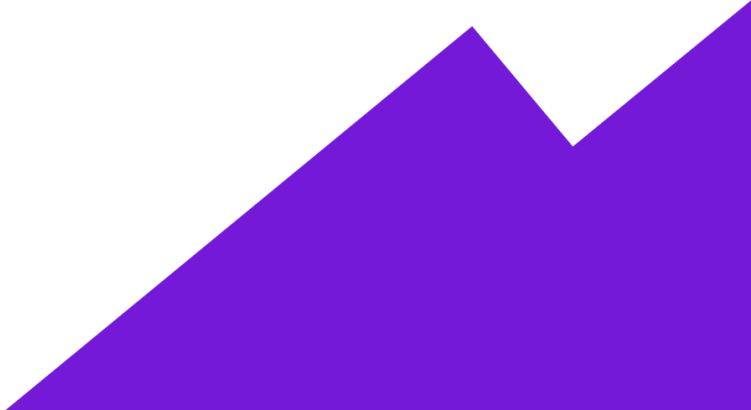
There is no requirement to be available each week, instead we are looking to recruit a pool of facilitators who will be scheduled to deliver CARA Cohorts subject to their availability and proximity to the delivery sites.

Please note as part of the selection process, all successful applicants will be required to attend Core CARA Facilitator Training, to be held over:

- **Two virtual evening sessions (Monday 27th July & Tues 28th July 5.30-8.30pm) and**
- **3 days in person training (30th & 31st July and 1st August) in Leicester**

Duties and Key Responsibilities

1. Key tasks

- To actively participate in CARA Core Training prior to delivery of CARA workshops.
 - To deliver domestic abuse awareness raising workshops with a co-facilitator to groups of approximately ten participants
 - To use motivational interviewing techniques and ensure adherence to the CARA manual when delivering workshops
 - To ensure safeguarding and risk management is considered at all times when delivering workshops
 - To ensure sessions are recorded, where required, for monitoring purposes
 - To ensure CARA attendance registers are correctly completed and submitted by secure email to CARA Coordinators
 - To ensure that session planning, de-brief and evaluation is undertaken and recorded
 - To ensure that all resources needed for the effective delivery of the sessions such as refreshments, stationery and worksheets are readily available
 - To engage with practice supervision for the purposes of facilitator development and to ensure programme integrity when delivering the CARA workshops
 - To undertake ongoing CARA training and development as and when required
 - To work closely and collaboratively with Hampton Trust's central CARA team responding to communications in a timely manner
 - To liaise with external agencies as and when required
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Core Responsibilities

Health & safety

- Demonstrate safety leadership in line with our H&S policies and procedures
- Take part in safety training and risk assessments
- Use work equipment, personal protective equipment, substances, and safety devices correctly

Equality & diversity

- To actively support Hampton Trust to improve performance in equality and diversity, developing an open and inclusive culture for both staff, partner agencies and clients
- Treats everyone as an individual and encourages an environment where people flourish in their individual roles
- Understands different perspectives and cultures
- Show committed and proactive approach to equality and diversity

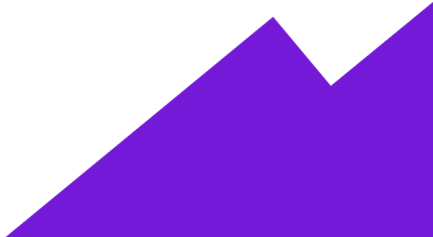
Information governance

- Adheres to Hampton Trusts GDPR Policies and Procedures, and any control related responsibility for financial data entered, stored, or reported via business systems within employee's control (list not exhaustive)
- Treat with confidentiality any personal, private or sensitive information about individual organisations, clients or staff

Impact and participation

- Work to support the mission, ethos and values of Hampton Trust and work collaboratively with others in all aspects of our work including decision making and supervision

Other

- Be flexible and carry out other associated duties as may arise, develop, or be assigned in line with the broad remit of the position
 - Full & clean UK Driver's Licence, with access to vehicle and willingness to travel as required
 - Access to laptop and proficient use of IT, i.e. MS Office – MS Forms, PowerPoint etc.
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Person Specification

Experience

- **Essential** – Experience of working with domestic abuse perpetrators/offenders and/or victims
- **Essential** – Experience of group work
- **Desirable** – Experience of facilitating domestic abuse perpetrator/offender group work

Skills and abilities

- **Essential** – Well-developed communication skills
- **Essential** – Good administrative and organisational skills
- **Essential** – Good planning and time management skills
- **Essential** – Group facilitation skills
- **Essential** – Ability to self-evaluate, reflect and improve practice with service-users and learn from constructive feedback

Knowledge

- **Essential** – Theoretical and practical knowledge of domestic abuse issues and research
- **Essential** – A comprehensive understanding of domestic abuse, and short & long-term impacts on victims and children
- **Essential** – Understanding and awareness of motivational interviewing techniques
- **Essential** – Risk Assessment and management
- **Essential** – Understanding of cultural diversity & non-discriminatory practice
- **Essential** – Understanding of Safeguarding, Welfare of Children/Vulnerable Adults Protocols
- **Desirable** – Awareness of Cognitive Behavioural Theory and principles
- **Desirable** – Awareness of offenders' denial, minimisation, victim blaming and other tactics when responding to domestic abuse issues

Education/training/qualifications

- **Essential** – Good standard of education, GCSE's or equivalent
- **Desirable** – Relevant degree or professional qualification
- **Desirable** – Motivational Interviewing Training

Other skills/access requirements

- **Essential** – Flexible working
- **Essential** – Drivers licence and own car
- **Desirable** – Access to laptop and proficient use of IT, i.e. MS Office – MS Forms, PowerPoint etc.

Skills & Abilities	Essential/ Desirable
Well-developed communication skills.	
Good administrative and organisational skills.	
Good planning and time management skills.	
Group facilitation skills.	
Ability to self-evaluate, reflect and improve practice with service-users and learn from constructive feedback.	
Knowledge	Essential/ Desirable
Theoretical and practical knowledge of domestic abuse issues and research.	
A comprehensive understanding of domestic abuse and short- and long-term impacts on victims and their children.	
Understanding and awareness of motivational interviewing techniques.	
Risk Assessment and Management.	
Understanding of safeguarding the Welfare of Children/Vulnerable Adults Protocols.	
Understanding of cultural diversity and non-discriminatory practice.	
Awareness of Cognitive Behavioural Theory and principles	
Awareness of offenders' denial, minimisation, victim blaming and other tactics when responding to domestic abuse issues	
Experience	Essential/ Desirable
Experience of working with domestic abuse perpetrators/offenders and/or victims.	
Experience of group work.	
Experience of facilitating domestic abuse perpetrator/offender group work.	
Attitude	Essential/ Desirable
Attitude Reflective, open to feedback, and committed to continuous improvement	
Other Requirements	Essential/ Desirable
Full Drivers Licence and car owner as travel required across the UK sites	
Qualifications/Training	Essential/ Desirable
Good standard of educational attainment (minimum of 5 GCSE's or equivalent including English and Maths).	
Relevant degree e.g. Criminology, Public Administration, Business.	
Motivational Interviewing Training	

BENEFITS OF WORKING WITH US

Equal Opportunities

We celebrate diversity and are committed to creating an inclusive environment for all employees. Our company believes that diversity of experience, perspectives, and backgrounds will lead to a better environment for our employees and a better product for our users and the communities we serve.

We do not discriminate on the basis of race, religion, colour, national origin, gender, sexual orientation, age, marital status or disability status. We stand against any form of workplace harassment based on race, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability.

Our commitment to diversity and inclusion is unwavering, and we continue to build a company that represents a variety of backgrounds, perspectives, and skills. The more inclusive we are, the better our work will be.

Development and Remuneration

We are committed to the development of our staff and there are plenty of opportunities for growth at Hampton Trust.

Please note as part of the selection process, all successful applicants will be required to attend Core CARA Facilitator Training, to be held over:

- **Two virtual evening sessions (Monday 27th July & Tues 28th July 5.30–8.30pm) and**
- **3 days in person training (30th & 31st July and 1st August) in Leicester**

Please note date(s), location and venue(s) are subject to amendment and full confirmation will be communicated to successful candidates at the earliest opportunity.

We welcome applications from candidates who are fluent in an additional language and who would be interested in additional training for delivery of CARA Telephone Intervention (CTI).

We encourage growth and self-awareness within this post.

Other Benefits

- Paid mileage
- Ongoing training and development
- Free DBS checks

NEXT STEPS

If you feel you are the right candidate for this role we would **love** to hear from you.

Please complete our online application form by clicking the apply now button on the Hampton Trust website vacancy page.

Please note that we do not accept CVs or cover letters as part of the application process.

Hampton Trust is committed to safeguarding and promoting the welfare of vulnerable adults, and expect all staff to share this commitment.

The successful applicant will be required to undertake appropriate safeguarding checks which includes an enhanced DBS check as well as providing proof of right to work in the UK.



**Hampton
Trust**

[hamptontrust.org.uk](https://www.hamptontrust.org.uk)

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