



KIM MCGUINNESS
NORTHUMBRIA
**POLICE & CRIME
COMMISSIONER**

violence
reduction
unit

JOB DESCRIPTION

EDUCATION COORDINATOR FOR THE POLICE AND CRIME COMMISSIONER FOR NORTHUMBRIA VIOLENCE REDUCTION UNIT

Location: Victory House, Balliol Business Park or any accommodation as directed by the PCC
This post will work in the Newcastle area.

Accountability: To the VRU Coordinator

Car user status: Casual

Status: Full Time/Fixed term (end March 2025)

Salary: Grade H

Role Summary

The Police and Crime Commissioner for Northumbria has an established Violence Reduction Unit (VRU). The unit commissions services to deliver the Response Strategy, a response to reducing serious violence across the Northumbria Police Force Area. VRUs are a multi-agency public health approach designed to bring together Police, Local Government, Health, Education and the Community and Voluntary sector to prevent and reduce violent crime, vulnerability, and exploitation.

Reporting to a VRU Coordinator, the Education Coordinator will facilitate the strategic and operational development of violence reduction initiatives to be delivered in an educational setting, shaping these interventions across the education system to raise awareness of the issue of serious violence.

The role will include developing strong relationships with the education sector across the six local authority areas, focusing on ensuring the capabilities within the VRU work in synergy with partners to strengthen the public health approach to preventing serious violence. The postholder will also ensure that the VRUs programme of work on education is delivered effectively and complements other programmes of work across the partnership.

Key roles of this post:

1. Develop and deliver the VRUs Education Delivery plan linked to education and training overseeing progress towards clear milestones.
2. Line management responsibilities for various members of staff in the VRU education team.
3. Work with the VRU Team to ensure the education, training and prevention offer remains current and visible.
4. Convening the education working group with multi agency partners to ensure that the VRU education offer is part of an integrated set of activities aimed at reducing violence.
5. Support the VRU Coordinator to put processes and structures in place to enable the VRU to meet the responsibilities for 'education' under the Serious Violence Legal Duty.



KIM MCGUINNESS
NORTHUMBRIA
POLICE & CRIME
COMMISSIONER

violence
reduction
unit

6. Ensure that there is a comprehensive understanding of the role of education settings in reducing violence and the safeguarding function schools have, including driving change to reduce risks linked to school exclusion and promote inclusion.
7. Develop systems to engage parents and carers in violence prevention and reduction activity.
8. Develop a good working knowledge of each local area and the challenges/needs that they have which will need to inform engagement approaches and tailoring of programmes.
9. Work closely with the VRU communications and engagement lead to deliver on a Northumbria-wide Engagement Strategy
10. Provide a local point of contact for education settings to report concerns and gain information and advice.
11. Produce and present briefing papers, reports, spreadsheets and presentations to a range of audiences.

The post-holder may be required to undertake such other responsibilities as are reasonably commensurate with the grade of the post.

Required knowledge, skills and abilities:

1. Hold a degree or four years relevant experience working in the education sector
2. Line management experience or working in a supervisory capacity.
3. A working knowledge of the public health approach to reducing serious violence.
4. Experience of multi agency partnership working
5. Knowledge of the school environment and working systems.
6. Knowledge and understanding of key themes around violence reduction e.g. knife crime, county lines, exploitation.
7. Knowledge of legislation around collection, storage and use of information in the Public Sector environment.
8. Awareness of and commitment to equal opportunity and diversity practices and policies.
9. Excellent interpersonal and communication skills.
10. Have the initiative and ability to work independently.
11. Maturity, professionalism and knowledge of the positive behaviours that enable effective team working.
12. Computer literate with a good working knowledge of Microsoft products, to include Word, PowerPoint, Outlook and Excel.

This is a politically restricted post and will be subject to Police Vetting and will be subject to DBS Enhanced Clearance

Please note - the closing date for applications is 1 June 2023 and interviews will take place on 12 June.

