

JOB TITLE:	Executive Director, Clinical and Counter-Trafficking
LOCATION:	Helen Bamber Foundation Office - Camden, London (remote and office based)
RESPONSIBLE TO:	CEO
CONTRACT:	4 days per week (30 hours per week)
SALARY:	£72,500 p.a. (pro rata)
BENEFITS:	27 days holiday (pro rata) plus 4% matched pension contribution

BACKGROUND

The Helen Bamber Foundation (HBF) is a pioneering Human Rights charity supporting refugees and asylum seekers who are survivors of trafficking and torture. The people we work with have been subjected to atrocities including state-sponsored torture, human trafficking, religious and political persecution, forced labour, sexual exploitation, and gender-based and 'honour-based' violence. Recognising the complexity of each client's suffering and needs, HBF offers specialist services within a Model of Integrated Care (MoIC) which encompasses: therapy; medical advice; legal protection; counter-trafficking support; housing & welfare advice; and community and integration activities.

HBF exists to ensure (through its direct work with clients, the partnerships it forms and its policy work) that ***all*** survivors of trafficking and torture (in the UK and internationally) are free and healthy (both physically and mentally), are safe, are protected from re-victimisation, detention and poverty, and have the ability and agency to integrate in and contribute to the communities around them. HBF also uses its unique range of expertise to drive change and improve practice and policy for all survivors.

EQUAL OPPORTUNITIES

The Helen Bamber Foundation is an equal opportunities and Living Wage employer. We are committed to attracting and recruiting diverse candidates as we are keen to make sure that our staff, trustees, volunteers and ambassadors reflect the communities we serve and the wider community we work in at every level within the organisation. We particularly welcome applications from those from Black, Asian, Minority-Ethnic, refugee and migrant backgrounds.

ABOUT THE ROLE

This is an exceptional opportunity to help lead HBF's vibrant, multi-disciplinary and expert teams and drive and build clinical and counter-trafficking partnerships and programmes that enable all survivors to have the **strength to move forward with their lives**. The successful candidate will join HBF at a time when we are looking to grow the impact of our therapy work domestically and internationally and are determined

to focus attention on what is needed to prevent the re-trafficking, exploitation and abuse of vulnerable survivors. You will have the opportunity to utilise your strategic and programme design and development skills to ensure that the expert knowledge from HBF's direct client work supports increased access to care for survivors across the UK and globally. The role involves significant prior clinical experience in providing evidence-based trauma focused treatments to survivors of trafficking, torture and other human cruelty, as well as of the wider support and services needed by such survivors. It requires a person with vision who can work collaboratively to design, implement and evaluate projects that increase survivors' access to the support they need. You will be a leader who is able to communicate with professionals from a wide range of fields, disciplines and countries as well as representing HBF in partnerships, in policy work and with donors.

KEY DUTIES AND RESPONSIBILITIES

Programme and Partnership Development & Implementation

- Create a vision for the expansion of HBF's clinical and counter-trafficking impact globally and in the UK and develop a clinical and counter-trafficking strategy that enables HBF to increase the impact of our work by working with and learning from other organisations, institutions and actors
- Work with the CEO and HBF's expert Directors, Heads and advisers to expand the impact of HBF's therapy work to ensure that survivors across the UK and globally have increased access to evidence-based treatments
- Work with the CEO and HBF's expert Directors, Heads and advisers to develop a programme that expands the impact of HBF's counter-trafficking programme to ensure that survivors across the UK and globally are better protected from further exploitation, abuse and trafficking
- Oversee the delivery of new programmes and work collaboratively with the head of partnerships to develop additional partnerships, providing evaluation and monitoring points that review HBF's investment and provide learning
- Work with the CEO and Executive Director of Fundraising and Communications to create viable budgets for programme and partnership plans and play an active role in supporting fundraising for them
- Work with the Honorary Head of Research, expert Directors and the Head of Partnerships to ensure that HBF contributes to the evidence base informing the appropriate treatment and care of survivors of extreme human cruelty
- Enable the professional development of the clinical and counter-trafficking teams in programme development, design and implementation.

Strategy and Governance

- Ensure the provision of regular updates to the Board of Trustees (and any relevant advisory boards or committees) regarding clinical, counter-trafficking and research work, programmes and partnerships
- Support the development and implementation of organisational strategy by supporting the Board of Trustees to review, monitor and approve strategic direction
- Lead the reporting of safeguarding matters to the Board of Trustees
- Support the Board of Trustees in reviewing risk, in particular with regard to clinical, counter-trafficking and research delivery, partnerships and programmes

- To support the setting and management of annual budget projections for both income and expenditure

Leadership & Management

- Support, inspire and motivate the HBF team as a key member of the executive team
- Support the HBF group to become an employer / volunteer placement organisation of choice
- Work with the Director of Therapy, Honorary Head of Research, Head of Partnerships, and department leads to drive forward research strategy
- Substitute for the CEO as and when necessary
- Lead Board of Trustee Committees and advisory boards if requested
- Lead the learning agenda, including the promotion and support of monitoring and evaluation
- Provide top-line support and strategic backing to the Therapy, Counter-Trafficking and MAS Directors, Heads and teams
- Support clinical provision and maintain clinical engagement through supervision provision and/or clinical casework

PERSON SPECIFICATION

Essential knowledge, skills & experience

- ❖ 10 or more years' experience as a clinical psychologist, qualified to work in the UK and registered with the Healthcare Professions Council.
- ❖ 5 or more years' experience of psychological assessment and the provision of evidence-based treatment for trauma survivors
- ❖ 5 or more years' experience of psychological assessment and the provision of evidence-based treatment for survivors of trafficking
- ❖ Significant experience of programme design, including for therapy services and other services for trauma survivors as well as delivery in the UK and in international contexts
- ❖ Significant experience of contribution to programme fundraising
- ❖ 5 or more years' experience of management of therapists
- ❖ Experience of working with Board of Trustees
- ❖ Demonstrable experience of strategy development
- ❖ Training in research methods and demonstrable experience of conducting and publishing clinical research in areas relevant to the work of HBF

Please note that the successful candidate will be offered the job subject to suitable references and a DBS check. This role will require disclosure of both the adult and child barring lists. If appointed, you will be required to give your consent to HBF to receive regular updates on your criminal records status throughout your employment.

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How to Apply

To apply for this role, please submit the following:

- An up to date, detailed **CV**.
- a **covering letter or supporting statement**
- Please let us know if you are **not** able to attend interview on the dates given in the Recruitment Timetable and/or if you would like to speak to someone from the Appointment Panel prior to submitting an application.

The role will be advertised on a rolling recruitment basis from the 1st November 2021 and the closing date for applications is **9am Monday 22nd November 2021.**

Please send us your CV and covering letter by email to: laila.amarneh@helenbamber.org. If you would like to get more information about the role or to talk to the CEO, Kerry Smith-Jefferys please email Kerry.smith@helenbamber.org.

Recruitment Timetable

Closing Date for Applications	9am Monday 22 nd November 2021
Longlist agreed by Appointment Panel and candidates notified	Thursday 25 th November 2021
Interviews with candidates by Appointments Panel	W/c 29 th November 2021
Interview with client representatives	W/c 6 th December 2021
Final interview/decision	W/c 13 th December 2021

Please submit an up to date CV and a covering letter, as soon as possible as **we will be operating a rolling recruitment that will close by 9am on 22nd November 2021**, outlining your relevant skills and experience, as well as how your previous experience that matches the listed responsibilities and person specification to jobs@helenbamber.org. Please state in your covering letter when you would be available to start the role. First **Interviews are scheduled to be held in the week commencing 29th November 2021** and will be conducted via Zoom.

We regret that we can only respond to applicants who make it to the interview stage. No agencies.