

Job Description

Post Title: Anti-Social Behaviour Case Worker

Hours: 37.5 Hours per week

Location: Isle of Wight

Responsible to: Operations Manager

Main Purpose of Job

The role of the Anti-Social Behaviour Case Worker is to proactively work towards a reduction in the levels of not just crime, but also the fear of crime. Work towards these objectives requires the assistance of many external bodies and agencies working in partnership to tackle all aspects of anti-social behaviour through various initiatives.

Main Duties and Responsibilities

1. To be responsible for information exchange on anti-social behaviour with partner agencies and promote best practice in the field.
2. To work with partners to develop and implement an effective system for the recording and monitoring of anti social behaviour incidents across the Island, to establish baseline figures and to evaluate progress on anti social behaviour.
3. To develop effective surveillance, mediation and witness support services to address anti social behaviour across the Island.
4. To attend and report to public meetings and inter agency meetings in relation to anti social behaviour.
5. To promote and publicise the activities of the Isle of Wight Safer Neighbourhoods Partnership in addressing anti-social behaviour including the development of a local media strategy.
6. To ensure the effective co-ordination of cases referred to the Safer Neighbourhoods Partnership, including advising on the most appropriate legal remedies or other problem solving options.
7. To be familiar with all relevant Health and Safety, operational, Personnel, data protection and Financial Regulations, policies and procedures.
8. To ensure equality of opportunity is afforded to all persons, actively seeking to eliminate any direct or indirect discriminatory practices/behaviour.

9. To improve mutual understanding by agencies of their roles in combating anti-social behaviour. To facilitate anti-social behaviour training events and present to groups as required.
10. To be a Youth Inclusion Support Panel member. This is a multi agency panel which in addition to its function for addressing YISP acts as an information and planning forum for issues pertaining to ASBO's, ABC, co-ordinating Youth Orientated Community Activities and general youth prevention initiatives.
11. To develop work, in conjunction with the Youth Offending Team (YOT), with local schools and the youth service to discourage anti-social behaviour by young people.
12. To facilitate the Anti-Social Behaviour Action Group, providing updates and reports as appropriate.
13. To monitor the ABC's/ABA's on the Island and ensure that they are all set up and run in a uniform and co-ordinated way.
14. To complete all ASB related returns to the Government Office of the South East (GOSE) and partner agencies as required.
15. To maintain and keep up to date the ASB database in accordance with Council guidelines.
16. To represent the Local Authority in Court liaising with legal services, preparing documents and giving evidence as necessary, when dealing with anti-social behaviour.
17. To carry out any other duties as requested by management, in line with the responsibilities of the post.

Generic Data Quality Statement

All employees are required to comply with the Council's Data Quality Policy and Strategy. You are responsible for ensuring that any information or data you collect or input complies with the standards set out in these documents.

Managers are responsible for ensuring that data sets provided to others comply with the required standards.

The Data Quality Policy and Strategy is available on the Intranet. Each Directorate has one or more Data Quality Champions who can explain the requirements to you.