

JOB DESCRIPTION AND PERSON SPECIFICATION

POST TITLE	RESTORATIVE PRACTITIONER
ROLE	To deliver restorative practice
DAILY RATE	£ 200 - £250 Rate depends on the type of work and any relevant specialist experience and/or qualifications
CONTRACT	Freelance Agreement

This post requires flexibility and capacity to achieve the overall aims and objectives of the organisation. We achieve this by working with restorative and cooperative principles and values. This includes treating everyone fairly, being open and honest, offering and receiving high support and high challenge, working in partnership, and changing to improve. It is vital that every member of staff understands and models restorative and cooperative values and behaviours.

KEY RESPONSIBILITIES

Operations and delivery

1. Be responsible for the delivery and ongoing case management of day-to-day practice cases, including complex and sensitive cases, to ensure we meet the needs of our clients and service participants.
2. Facilitate initial conversations and risk and strengths assessments with all parties involved to establish the appropriateness of a range of restorative methods, explain the process, and obtain informed consent.
3. Facilitate communication and restorative interventions where appropriate and possible between all parties affected
4. Ensure all restorative and aligned activities comply with relevant legal, ethical, and professional organisational standards and restorative principles, including confidentiality, safeguarding, and data protection.
5. Prepare accurate case management notes and outcome agreement summaries where applicable and provide reports to the contracting organisation and W.R.A.P. as required.
6. Be able to adapt interventions delivery methods to be accessible across diverse learning needs and participant contexts

7. Be responsible for timely, accurate entries to the Restorative case management system to Restorative Justice Council standards.
8. Provide and receive constructive feedback, supervision and reflective practice to maintain and improve quality standards.
9. Ensure best practice guidelines and W.R.A.P. practice processes are followed and shared across the organisation, with specific attention to Restorative Justice Council standards, registrations and quality marks.
10. Maintain current knowledge and continuous professional development with restorative and trauma informed best practices, legal frameworks, and professional codes of conduct.
11. Represent the organisation professionally and uphold our values and reputation.

Governance

1. Reporting to your Line Manager on areas of responsibility described above.
2. Collaborating closely with the Client Relationships Director, and Business Director for project operational tasking, and the Chief Executive for complex case safeguarding, supervision and strategic matters.

Business Development

1. To contribute to the development of a range of best practices suitable for diverse client needs and sector contexts.
2. To support colleagues in reviewing and implementing appropriate practice processes.

GENERIC ROLES

1. To be a role model at all times, modelling restorative approaches.
2. To model co-operative principles by taking initiative as an equal member of the W.R.A.P. community.
3. Taking ownership and responsibility for relationships, collaboration with team and members, decision making and business growth.
4. To represent W.R.A.P. with external agencies as required in the performance of duties or as required by business need and development.
5. To be involved in continually reviewing, evaluating, improving and optimising the effectiveness and efficiency of service delivery.

6. To adhere to all policies, health and safety, and security measures following statutory and organisation requirements.
7. To be willing to travel to deliver our work, with occasional overnight stays and weekend travel as required (with advanced notice).
8. The postholder will be required to have a clean driver's license and have access to a vehicle.

PERSON SPECIFICATION AND JOB COMPETENCIES

Experience

Essential	Desirable
Working restoratively	Whole restorative organisation experience
Restorative Practitioner trained by an RJC-approved provider	Both restorative practice and training relevant experience
Experience of working with complex and sensitive issues and safeguarding	Experience of managing safeguarding procedures including with high-risk cases
Experienced Practitioner, both face-to-face and online	Practice in custodial/ community justice settings Practice in housing settings Domestic abuse work practice and family safeguarding practice
Experience of being supervised or mentored	Experience, training, and ability to supervise and/ or mentor others
Experience of working in one or more of W.R.A.P.'s five main sectors: <ul style="list-style-type: none"> • Education • Families • Communities • Criminal justice • Business 	Experience and qualifications in one or more of the following: - <ul style="list-style-type: none"> • Prison/ secure unit contexts • Housing services including hostels • Family/parenting interventions • Relevant therapeutic services
Working to Restorative Justice Council quality marks and standards	RJC Accredited Trainer or Practitioner
Experience of working with diverse communities and a commitment to inclusive practices	Training and experience in working consciously with equality, diversity, and inclusion as core values

	Experience of working within anti-racist projects and programmes with a restorative dimension
Experience of partnership working, stakeholder liaison and effective signposting	Working to recognised professional standards in a relevant field Experience of innovation and contributing to/ leading project development
Confidence and competence in use of digital systems and an interest to keep learning digitally	Experience of content creation and/or delivery for online practice

Qualifications

Essential	Desirable
Relevant relational practice qualification/s	A degree or qualification equivalent to a minimum of level 6 in a relevant subject Therapeutic/ counselling recognised qualification Domestic abuse training Management/ leadership qualifications
Relevant restorative and other practice qualifications from an RJC registered provider	Both a trained restorative practitioner and experienced trainer
Accredited courses in restorative practice	Delivery of accredited courses in restorative practice or training
Safeguarding training and experience	IT training and qualifications
Evidence of continual professional development	Evidence of CPD in restorative work
GCSE Maths and English	Equivalent IT training and qualifications Management and leadership qualifications Research/ evaluation/ reporting skills and experience

Skills/ Attributes

Essential	Desirable
Highly motivated, dynamic and enthusiastic	Innovative and creative
Excellent interpersonal and communication skills	The ability to speak or willingness to learn Welsh
Restorative values and skills	Experience of modelling restorative principles and values in the workplace as well as with clients
The ability to work flexibly, effectively and meet deadlines	Previous experience of working flexibly
Establish, develop and maintain effective and restorative working relationships with all colleagues and clients	Management or leadership skills and experience
Ability to set and prioritise own objectives	Experience of self-managing diverse projects and activities
Excellent organisational skills	Experience and competence in using digital systems to organise work
Ability to work to and report on organisation quality standards to ensure high quality	Experience of working towards any of the RJC registrations
Proficient in all key IT packages including Outlook, Excel and Word	Experience in using digital applications including social media and AI for content creation and delivery
Strong commitment to a positive culture of continuous improvement	Experience of using restorative skills to embed workplace culture
Ability to lead with and encourage initiative	Experience of leading a project, teams of organisation