

***Making a difference to the lives of those affected by rape and sexual abuse***

<b>Position:</b>	<b>Independent Sexual Violence Advisor (ISVA)</b>
<b>Hours:</b>	Full time
<b>Salary:</b>	Competitive salary dependent on and reflective of experience, qualifications and training. Starting range (for 35 hours/FTE) <b>from £28,598</b>
<b>Location:</b>	Based in Guildford and covering Surrey
<b>Accountable to:</b>	ISVA Team Leader
<b>DBS check:</b>	Yes
<b>Closing on:</b>	<b>Tuesday 24<sup>th</sup> February</b>

This is a new opportunity to join our Independent Sexual Violence Advisor (ISVA) team.

We are committed to equal opportunities, and we warmly encourage applications from all sections of the community particularly applicants from diverse groups.

RASASC is a registered charity which has been providing support to survivors of rape and sexual abuse of all genders (both recent and non-recent) and young people aged over 13, from across Surrey since 1992.

We provide an Independent Sexual Violence Advisor (ISVA) Service. ISVAs support survivors to help them overcome the abuse they have suffered and to rebuild their lives. This service also includes supporting the survivor to seek justice through the judicial system, should the survivor wish.

We also provide one-to-one counselling, group work, youth counselling, a support line, and a family support programme.

Volunteers are an important part of the work we do. Volunteers staff our support line and many of our qualified counsellors work on a voluntary basis with survivors of rape and sexual abuse.

### **ISVA**

ISVAs are survivor-focused advocates, who support survivors of recent and non-recent rape and sexual abuse to enable them to access the services they need in the aftermath of the abuse they have experienced. An ISVA provides individual support and this will vary from client to client.

This role is based at the RASASC Guildford office and will work across Surrey. The ISVA must have a full driving licence and use of a car that can be used for work purposes.

You will be part of a dedicated, experienced, and friendly team. The ISVAs meet fortnightly for peer support and work collaboratively with each other to share knowledge. Each ISVA has a lead area of responsibility in addition to your caseload supporting a range of clients.

You will be provided with monthly clinical supervision and attend monthly one-to-one meetings with the ISVA team leader.

We welcome applications from all candidates but are particularly looking for those who can demonstrate the experience listed in the essential criteria of the person specification, and especially from those who can evidence the desirable skills and/or have an existing ISVA qualification.

### **Job Description**

- To support survivors of rape and sexual abuse.
- It is the responsibility of the ISVA to impartially advise the client on all options open to them, such as the Criminal Justice System, SARC, sexual health clinic and other local services.
- The ISVAs are expected to balance a caseload that includes survivors progressing through the criminal justice process as well as survivors that have decided not to report, or who are no longer in the criminal justice process.
- The ISVA will be based at Guildford RASASC but will be expected to travel throughout Surrey.
- The ISVA is expected to carry out other duties from time to time which are broadly consistent with those in this document, as the job description cannot cover every issue which may arise within the post.

### **Key Tasks**

- The ISVA will provide a survivor-focused, independent service, distinct from the role of a crisis worker or counsellor.
- Undertake risk assessment and support needs analysis with survivor and develop a support plan for the survivor.
- To provide advice and support across a wide range of issues, such as housing, health and education, that will help to support the survivor and ensure their ongoing safety in the aftermath of the abuse.
- Manage caseload and maintain necessary case files and records including monitoring information as required under funding conditions and by RASASC.
- To provide expert advice and support in relation to issues and the impact of rape and sexual abuse on this client group to other members of the ISVA team as well as the wider RASASC team.
- The ISVA will be required to undertake accredited training specifically designed to support them in delivering this service. This training is currently delivered virtually but subject to change, possibly face to face in Rugby or Manchester over six modules. Each module is taught over two consecutive days to minimise the amount of time ISVAs are away.
- Fulfil relevant monitoring processes as requested by the ISVA Team Leader or the Fundraising Manager.

- to attend monthly one to one supervision with team leader and monthly clinical supervision

## Personal Specification

### Experience:

#### Essential

- Excellent interpersonal skills and communication skills
- Excellent organisational skills and a proven ability to prioritise workload, including time management skills
- Experience of working with vulnerable people
- Knowledge and understanding of child and vulnerable adult protection procedures and information sharing protocols
- Handling confidential information
- Ability to work on your own and as part of a small team in a busy and challenging environment
- Full driving licence and car that can be utilised for work purposes.

#### Desirable

- Case Management skills – ability to accurately maintain records
- Crisis management skills – including risk management
- Knowledge and commitment to multi-agency partnership working.
- Experience of delivering presentation/training.
- Experience of working with survivors of rape and sexual abuse and an understanding of the variety of issues affecting survivors

In return, we can offer you 25 days annual leave (pro rata for part time hours, eight public holidays (pro rata for part time hours) contributory pension scheme and reimbursement of travel expenses at 45p per mile.

### Application

We are committed to equal opportunities, and we warmly encourage applications from all sections of the community particularly applicants from diverse groups.

1<sup>st</sup> Interviews will be held on Thursday 26<sup>th</sup> February, and should you be short listed you will be invited to interview on Tuesday 10<sup>th</sup> March or Thursday 12<sup>th</sup> March at our offices in Guildford.

If you are interested in joining our team or if you have any questions about the role, please do give us a call as we would love to hear from you – contact Sally Hutton on 07740 107538 or Yvonne Keanne on 07860 921278 for more details or please complete the application form.

**This recruitment will close by Tuesday 24<sup>th</sup> February**

**How to Apply:** Please download the application form <https://www.rasasc.org/work-for-us> and email it to Liz Joyce [admin@rasasc-guildford.org](mailto:admin@rasasc-guildford.org)