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January 2025

**upport**

Dear Applicant,

**Vacancy: SV Support Practitioner (Young People Project)**

Thank you very much for your interest in working with Lanarkshire Rape Crisis Centre (LRCC).

I am enclosing:

* background information
* job description
* person specification
* application form
* equal opportunities monitoring form online link

Lanarkshire Rape Crisis Centre was established in 2004 and details of all the services we provide are available here <https://lanrcc.org.uk/>

Please note that the deadline for completed applications is **18 February at 10am**. Due to limited resources, we will only contact you if you have been shortlisted for interview. All shortlisted candidates will be contacted by email no later than **24th February** andinterviews will be held in person on **4th March**.

Please note that we do not accept CVs. The full application form should be completed and emailed to [recruitment@lanrcc.org.uk](mailto:recruitment@lanrcc.org.uk). To help us promote diversity in our workforce and proactively encourage equal opportunities, including to: disabled women, black and minority ethnic women and lesbian/bisexual women, please complete our monitoring form online at [**https://forms.office.com/e/tn5v5YWsUv**](https://forms.office.com/e/tn5v5YWsUv)

Please note only female applicants need apply under Schedule 9, Part 1 of the Equality Act 2010 and Section 7(2) e of the Sex Discrimination Act 1975.

We look forward to receiving your application. In the meantime, if you have any queries, please get in touch via email on [recruitment@lanrcc.org.uk](mailto:recruitment@lanrcc.org.uk)

Best wishes,

Helen Provan

**Centre Director**

**Lanarkshire Rape Crisis Centre**

**Background Information:**

Lanarkshire Rape Crisis Centre (LRCC); established in 2004, is an independent charity with the objective of relieving the distress and improving the welfare of women and girls who, at any time in their lives, have been subjected to any form of sexual violence. LRCC works collaboratively with 17 Rape Crisis Centres across Scotland who also adhere to National Service Standards.

You can find out more about what Rape Crisis support involves in the short film Making Recovery a Reality <https://www.youtube.com/watch?v=D7MSqIok0zw>. More information about the wide range of work undertaken by Rape Crisis Centres in Scotland and information about national campaigns can be found at [www.rapecrisisscotland.org.uk](http://www.rapecrisisscotland.org.uk)

The work of Lanarkshire Rape Crisis:

* Provides trauma enhanced therapeutic 1:1 support to women and girls who have experienced rape and all forms of sexual violence aged 12+ as well as their friends, family, partners and workers. We also provide crisis telephone support options for male survivors and survivors of all gender identities.
* Provide justice advocacy support to those considering, or who are engaging with the criminal justice process. You can read more about the service here: <https://www.rapecrisisscotland.org.uk/national-advocacy-service/>
* Delivering prevention workshops and engaging with young people across schools and youth settings in Lanarkshire as part of the national Sexual Violence Prevention Programme. [Prevention | Rape Crisis Scotland](https://www.rapecrisisscotland.org.uk/prevention/)
* We work in partnership with other key stakeholders such as local police, local authorities, third sector providers and communities to improve understanding and provision of gender-based violence and trauma informed responses to survivors of sexual violence.



**The National Lottery Community Fund, Improving Lives- Young Persons Project 2025-2027:** Lanarkshire Rape Crisis Centre (LRCC) has been awarded funding for a 3-year period for a Young Survivors Project. The funding will provide a dedicated Young Survivors Support Service and lead to the creation of a Young People Reference Group. The Support Service will offer a range of individual and peer support options to aid in the recovery from any form of sexual violence or abuse. The Reference Group will be a space for young people to come together in solidarity, have their voices championed and amplified and be a key part of the prevention landscape tackling gender-based violence. The funding means we are recruiting 2 new staff to lead on the development and delivery of the project and work collaboratively within our existing staff teams to deliver the project outcomes.

**LANARKSHIRE RAPE CRISIS SUPPORT PRACTITIONER JOB DESCRIPTION**

TITLE: Sexual Violence Support Practitioner (Young Persons Project)

HOURS: 35 hours a week over 5 days, plus current rota for one

evening every fortnight, this may be subject to change.

(Weekend working for e.g. occasional staff training)

SALARY: £27,500 fixed term until 31 December 2027. As this

is a core post, LRCC is committed to securing ongoing funding

beyond this timeframe. (This post is funded for 28hrs per

week via the NL Community Fund and 7 hrs per week via the

Delivering Equally Safe Fund for adult services support work)

LOCATION: LRCC Premises, central Hamilton; this job role is office based

as support is delivered on a face-to-face basis. This is in

addition to some telephone and virtual methods and some

travel to sites across Lanarkshire, including schools

BENEFITS: 6% employer contribution, Death In Service policy of 2 times

salary, Employee Assistance Programme, Continuing

Professional Development, External Practice Supervision

ANNUAL LEAVE ENTITLEMENT 27 days personal (increasing to 30 days per year after 3 yrs

service), plus 12 days Public Holidays (all pro rata)

RESPONSIBLE TO: Service Manager (Support Services)

**Job Description**

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| **Core Purpose of Job** | To deliver specialist therapeutic support and information services to young survivors age 12yrs+ affected by sexual violence, at our main premises, at outreach locations across Lanarkshire and via virtual methods. |
| **Main Duties and Responsibilities** | * Provide therapeutic support services (face to face / telephone / online) within a feminist, survivor-centred approach at all times * Provide timely regular progress reports of your work * Where required; offer support to families, friends and partners of survivors * Assist in internal and external training * Promote opportunities for reflective practice, sharing experiences and identifying learning opportunities within the wider team * Facilitate and contribute to groupwork programmes for young survivors * Work on a community outreach basis as necessary, including visits to other settings * To establish and maintain effective liaison with appropriate voluntary and statutory agencies * Record all information pertaining to LRCC’s support services accurately and appropriately in line with LRCC’s policies on confidentiality and GDPR * Contribute to the running of the Centre including housekeeping and supporting other projects * Ensure that the delivery of support recognises the additional barriers and inequalities faced by survivors of sexual violence from marginalized groups and communities and strives to promote at all times inclusive and anti-discriminatory practice across all aspects of the service * Contribute to the development of information materials for survivors and to the promotion of LRCC services across Lanarkshire * Adhere to all LRCC policies and procedures including Safeguarding, Boundaries, Health and Safety standards and Equalities legislation at all times and in all locations of service delivery.   **Other**   * To work as part of a team * To communicate effectively (written, electronic and verbal) * To attend individual supervision, team meetings and practice development meetings. * To contribute positively to the overall mission, vision and values of LRCC. * Flexibility of working hours * The post holder will regularly apply creative or adaptive thinking to develop innovative new approaches or solutions.   Any other responsibilities commensurate with the role required to meet the needs and expectations of the organisation and Board |

**Person Specification**

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| **CRITERIA** |  | **ESSENTIAL** |  | **DESIRABLE** |
| Knowledge |  | Knowledge of a range of age-appropriate methods and tools to support people affected by trauma  Ability to articulate an understanding and commitment to a feminist analysis of gender-based violence  Knowledge of the impact that sexual violence has on women, young people and communities |  | Knowledge of the Third Sector and its role in addressing Violence Against Women  Knowledge of Criminal Justice procedures that relate to victim/witnesses regarding sexual offences  Knowledge of legislation and good practice relating to health and safety, data protection and safeguarding of adults and children |
| Skills,  Abilities & Experience |  | 2 years proven experience of providing emotional therapeutic, practical support and advocacy services to young people affected by trauma    Experience of supporting young people who self-harm and/or express suicidal intention  Experience of assessing risk and following safeguarding procedures as necessary  Experience in the use of IT for self-administration e.g., Microsoft 365, email and databases  Good numeracy and communication skills both written and oral  Good planning and organisation skills with the ability to prioritise workload, managing deadlines when required. |  | Experience of working within Violence Against Women Network    Experience of delivering online support to young people    Experience of working with or supporting volunteers  Experience of implementing and reviewing creative monitoring and evaluation processes  Experience of effective partnership working with statutory and third sector agencies |
| Personal |  | A high level of commitment to the values and ethos of LRCC    Demonstrates personal integrity with a ‘can do’ positive attitude  Demonstrates a resilient approach to the workplace, with clear strategies for managing self  Commitment to modelling feminist values and promoting equality and diversity |  |  |
| Other |  | Ability to work flexibly and to do evening and weekend meetings as required by the needs of LRCC (currently evening rota on fortnightly basis) |  | Hold a current clean driving licence and access to a car with business use insurance |

All posts we recruit require female applicants under Schedule 9, Part 1 of the Equality Act 2010 and Section 7(2) e of the Sex Discrimination Act 1975.

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**Application to Lanarkshire Rape Crisis**

**for the post of**

**Support Practitioner**

**To be returned to:** [recruitment@lanrcc.org.uk](mailto:recruitment@lanrcc.org.uk)

**by:** 10am on 18th February 2025

The boxes will expand if necessary to fit your responses if done electronically. Otherwise please continue on a separate sheet of paper

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| **Section 1: Personal details** | |
| Surname: | First name: |
| Address: | Tel (home): |
| Tel (mobile): |
| Tel (work):  May we contact you at work? yes/no |
| Postcode: | Email address: |
| Do you have any particular requirements to facilitate your access to interview, or relevant to the job, which we need to know about? | YES NO |
| If yes, please give details: |  |

If completing this form electronically, please add a scanned signature.

Signed ­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_

THIS SHEET WILL BE DETACHED FOR SHORTLISTING

*Office use only / Reference number*……….

*Office use only / Reference number*……….

**Application to Lanarkshire Rape Crisis**

**for the post of**

**SV Support Practitioner (Young People Project)**

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| **Section 2: Qualifications and training relevant or necessary for this role** | | | | | | | | | | |
| Subject | | Type & Level of Qualification Achieved (eg B for Nat 5 English) | | Name of: School/College/University /Establishment/Learning Provider | | | | | | Date Awarded |
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| **Section 3:** **Present employer** | | | | | | | | | | |
| Name & address of employer: | | |  | | Date commenced employment: | | | | | |
| Job title: | | | Notice required: | | |  | | Current salary: | | |
| Brief description of your main duties and responsibilities, with a clear emphasis on those areas most relevant to the job applied for: | | | | | | | | | | |
| **Section 4: Previous employment (list in order, with most recent employer first)** | | | | | | | | | | |
| Please list **all** your previous employment or voluntary work, detailing any gaps between employments with reasons (continue on a separate sheet if necessary). | | | | | | | | | | |
| Dates | | Name and address of employer | Job title and nature of work | | | |  | | Reason for leaving | |
| From  DD/MM/YY | To  DD/MM/YY |  | |
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| **Section 5: Relevant skills, experience and abilities** | | | |
| **With reference to the job description and person specification, please outline how your work experience (including voluntary work) training, skills and abilities would enable you to carry out the duties of this post. Please include any information which you feel is relevant, paying specific attention to each Essential and Desirable points in the person specification as scoring and shortlisting will be based on your answering each point. Whilst LRCC does not deliver a counselling service we welcome applicants with qualifications and experience in this work. Shortlisting will be based on the information given in this application so please be explicit and give specific examples from your own practice. Giving consideration to the personal qualities identified in the job specification, please also tell us why you are applying for this position and why you believe you are the best candidate for this role.** Do not include a CV as this will not be considered.  (Other than for Accessibility or Communication Needs requirements, the use of AI technology to respond is discouraged) | | | |
|  | | | |
| **Section 6: References** | | | |
| LRCC requires a minimum of 2 employment or voluntary work references to cover a three-year period – if necessary, please provide further referees covering the last 3 years. | | | |
| **Reference 1: Current / most recent employer** | | | |
| Name: | Position: | | Tel no: |
| Company name: | | Email:  Address: | |
| May we, with discretion, contact your employer to discuss this reference:  Yes | |
| **Reference 2: Previous employer / supervisor** | | | |
| Name: | Position: | | Tel no: |
| Company name: | | Email:  Address: | |
| May we, with discretion, contact your previous employer to discuss this reference: | |
| **Reference 3: Previous employer / supervisor** | | | |
| Name: | Position: | | Tel no: |
| Company name: | | Email:  Address: | |
| May we, with discretion, contact your previous employer to discuss this reference:  Yes | |

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| **Section 7: Declaration** |
| I certify that all the information contained in this form and any attachments is true and correct to the best of my knowledge. Offers of employment will be subject to satisfactory references, a PVG check and compliance with UK working restrictions. I realise that false information or omissions may lead to dismissal without notice.  Signature: (Electronic or scanned will suffice)  Date: |

Applications will be retained for a 6-month period following the deadline and the successful applicant’s data will be processed in line with our GDPR & HR policies.