**INFORMATION ABOUT RASAC P&K**

**About the Centre**

Our Centre is based in central Perth, but provides a service across Perth & Kinross. RASAC P&K is a member Centre of Rape Crisis Scotland and we are committed to providing consistent and holistic support to female survivors, young people and their supporters across Perth & Kinross.

**What we do**

RASAC P&K provide a free and confidential support and advocacy service to women, young people (boys 12-18) and families affected by sexual violence. We provide helpline, face to face, email, group and letter support. We also offer support and information to family, friends and partners of survivors. We have a resource library with books and DVDs available for loan.

RASAC Youth Initiative (RYI) is a project within RASAC P&K which delivers a range of age appropriate prevention workshops to young people age 12-18. RYI deliver workshops across a variety of community and educational settings.

**Our Mission:** *Women Working Towards Freedom from Rape and Sexual Abuse*

**Our Visions**

At RASAC (P&K) we work towards our mission through our ongoing commitment to the following visions…

**Prevention:** To change societal attitudes and beliefs through awareness raising events, campaigns and education.

Working in collaboration with relevant agencies to eliminate gender based violence against women.

**Protection:** Creating a safe environment where women can freely express themselves.

**Provision:** To continually grow and adapt our services in response to those who need us.

**Participation:** Overcoming all barriers to give survivors a voice through the promotion of service user involvement.

**Our Values**

Our core values underpin everything that we do. They lie at the heart of our visions and it is with these values that we believe RASAC (P&K) will be successful in continually developing and adapting services in order to achieve our mission.

* We believe that all women, young people and children, regardless of ethnic background, culture or sexuality, should have access to non-judgemental, confidential support at any given time.
* We believe that no woman, young person or child, regardless of behaviour, dress or lifestyle is to blame for any form of rape, sexual abuse or sexual assault.
* We believe that it is everyone’s responsibility to adopt zero tolerance to any form of rape, sexual abuse and sexual assault of any woman, young person or child.

**Rape and Sexual Abuse Centre, Perth & Kinross**

**GUIDANCE NOTES FOR JOB APPLICANTS**

**CVs**

RASAC P&K does not accept CVs as applications for any post (paid or voluntary).

**Completing application form**

In the pack that these guidance notes came with you have been provided with:

* A covering letter
* Job Description and Person Specification
* Information about RASAC P&K
* An application form
* A confidential equal opportunities monitoring form and a confidential disclosure form (please ensure these are completed and returned to us. Both of these will be treated as confidential)

**Please read all of this information carefully before completing the application form.**

In order to get shortlisted, you must demonstrate with examples how you meet the criteria outlined on the person specification. Please provide specific examples of your skills, knowledge and experience against each of the criteria (this could be paid or unpaid work). **Please address each point on the person specification in a clearly headed paragraph.**

**Education/qualifications**

Any professional or academic qualifications that you hold that may enhance these posts will be greatly valued. However, success in these posts is determined by the drive, interest and commitment of the candidate to invest in our mission, vision and values through the services of RASAC P&K. We welcome applications from women who meet all of the other criteria outlined without formal qualifications who can demonstrate an engagement with lifelong learning and personal development.

Please let us know about all your most recent training and personal development experiences, including non-accredited learning and courses you have undertaken

**Recruitment process**

The deadline for completed applications is 12 noon on Friday 18th January 2018.

We will contact successful applicants by post or email to invite them for interview following the shortlisting process.

**References**

Please supply full contact details for the referees. If you are in paid employment, your current employer should be named as the first referee as someone we can approach for a reference. They will be taken up when we have identified a successful applicant.