

## **Vacancy: Access & Inclusion Support Worker (28 hours)**

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RASASH is recruiting an Access & Inclusion Support Worker (28 hours) for its Outreach Service. Please read all the information carefully before completing and submitting an application form. CVs will not be accepted as an alternative to any part of the application form.

### **Recruitment process**

**The deadline for submitting application is Friday 20th January 2023 at 9am. Interviews are provisionally planned to be held on Friday 27th January at the office in Inverness or via zoom..** Only shortlisted applicants will be contacted. Further details about the interview process will be provided to shortlisted candidates.

The successful candidate will be required to participate in the comprehensive training programme that we offer to all new staff and volunteers. An enhanced disclosure check will also be required.

Only women need apply under Schedule 9, Part 1 of the Equality Act 2010. We welcome applications from women of colour, trans women, and disabled women.

### **How to apply**

**Completed application forms should be emailed to [admin@rasash.org.uk](mailto:admin@rasash.org.uk) with the following subject line 'Access & Inclusion Support Worker – Private and Confidential'.**

To be considered for shortlisting, you must demonstrate how you meet the criteria outlined in the job description and person specification. Please provide specific examples of your skills, knowledge, and experience against each of the criteria in clearly headed paragraphs.

We will consider paid/unpaid work, volunteering, and life experience. We also welcome applications from women who do not have formal qualifications, but who meet all the criteria and can demonstrate an engagement with lifelong learning and personal development.

**The completed equal opportunities monitoring form should be returned separately to [admin@rasash.org.uk](mailto:admin@rasash.org.uk) with the subject line 'Equalities Monitoring: Private and Confidential'.**

All personal information will be treated in the strictest confidence.

If you have any questions or require any further information please email [admin@rasash.org.uk](mailto:admin@rasash.org.uk).

## About RASASH

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Rape and Sexual Abuse Service Highland (RASASH) is a charitable organisation, a SCIO set up in 2014, based in Inverness and affiliated to Rape Crisis Scotland.

RASASH provides support, information, and advocacy for anyone, aged 13+ or over, who lives in the Highland Council area and who is affected by sexual violence. We also develop and deliver training and workshops to schools, youth groups, and professionals on a range of topics related to sexual violence and gender equality. This, alongside our campaigning, is part of our work aiming to change societal attitudes which contribute to sexual violence and the shaming of survivors.

RASASH is a feminist, survivor focused organisation. For us, the voice of survivors forms the backbone of everything we do. In practice this means we are accountable, first and foremost, to survivors, that our operations are informed by survivors, and that our work is truly person centred.

### **RASASH was set up to:**

- Provide accessible, appropriate, and high quality emotional and practical support, information and advocacy for survivors, their non-abusing partners, family, and friends.
- Work towards the prevention and elimination of sexual violence, supporting societal change by raising awareness, challenging myths, and campaigning.
- Work with others to improve the way society, organisations and agencies respond to survivors of sexual violence.

### **Our core values underpin everything that we do:**

- We believe that anyone who has experienced sexual violence, regardless of gender, ethnicity, culture, or sexual orientation, should have access to non-judgemental & confidential support.
- We believe that no-one, regardless of behaviour, dress, or lifestyle, is to blame for any form of sexual violence they experience.
- We believe that it is everyone's responsibility to adopt zero tolerance to any form of sexual violence.

RASASH is governed by a Board of seven active and committed Trustees. The team consists of 20+ staff. In recruiting for our team, we welcome the unique contributions that you can bring. We are committed to a diverse and inclusive workplace.

## **RASASH Outreach Service & Role**

The RASASH Outreach Service was started in 2020 to provide in-person emotional support to survivors and their non-abusing family members across Highland. The Outreach Service aims to reduce barriers and increase access to support, by travelling to meet with service-users in rural and hard-to-reach areas.

The Access & Inclusion Support Worker post has the following three main aims:

1. Increase access to specialist, person-centred emotional support across Highland
2. Improve wellbeing and connection through survivor-led group work
3. Enhance access and inclusion to RASASH through community engagement

The post-holder will focus on increasing access for survivors so that RASASH's service is as inclusive as possible. This includes: outreach support to reduce physical, geographical, and financial barriers; awareness raising and supporting referrals within marginalised groups (e.g. LGBTQ+, sex workers, travelling community etc.); translation and interpretation; and specialist support to young survivors and people with additional support needs.

The Access & Inclusion Support Worker will identify and engage with marginalised groups to raise awareness of RASASH, support with referrals, and better understand their specific needs. The worker will take a strengths-based approach when engaging with groups, harnessing their expertise and skills, and actively involving them in making improvements to our service.

The successful candidate will also facilitate the co-creation of peer-developed resources, with a specific focus on accessible and inclusive materials. This may include the development of easy-read materials, translated resources, digital toolkits, and social media posts with the involvement of community groups and survivors.

The Access & Inclusion Support Worker will also carry a caseload, providing person-centred emotional support to survivors of sexual violence and their non-abusing family members. Support will be delivered on an outreach basis, providing in-person support across rural areas within Highland.

The position is a new post, which is funded by the National Lottery Community Fund. The post-holder will be part of the Outreach Service, which is a small team of four staff.

# Access & Inclusion Support Worker

Rape & Sexual Abuse Service Highland (RASASH)

Job Description & Person Specification

<b>Title</b>	Access & Inclusion Support Worker
<b>Hours</b>	28 hours / 35 hours
<b>Salary</b>	£29,122 full-time post
<b>Pension entitlement</b>	An employer's contribution of 6% is payable after successful completion of a 6-month probationary period
<b>Annual leave entitlement</b>	30 days annual leave & 12 days public holiday (FTE)
<b>Responsible to</b>	Outreach Coordinator
<b>Length of appointment</b>	Permanent (subject to continued funding)
<b>Funded by</b>	The National Lottery Community Fund
<b>Based</b>	This post will be based in Inverness with frequent and extended travel throughout Highland.

## Purpose of the post

The overall aim of this post is to increase access to support for survivors of sexual violence in Highland and ensure RASASH's services are as inclusive as possible. The post-holder will work on an outreach basis, providing in-person support to survivors living in remote and rural communities. The worker will also engage with communities, particularly marginalised groups, to increase awareness of our services and better understand how RASASH can meet their needs.

## Summary of main responsibilities

### Direct Support Work

- Provide trauma-informed therapeutic support to survivors of all forms of sexual violence and their non-abusing friends and family (age 13+). Support is provided on an outreach basis through face-to-face contact, as well as phone, email, online, and text.
- Develop and deliver group-based work to build self-esteem and confidence, connection and community, and improve overall wellbeing for service-users
- Cover support line shifts, answering and responding to calls, texts, and emails from survivors, friends and family of survivors, and agencies

## Community Engagement

- Identify and engage with vulnerable, marginalised, and minority groups in Highland e.g. people with disabilities, the LGBTQ+ community, sex workers, migrants, the travelling community etc.
- Work alongside communities to raise awareness of RASASH, support with referrals, and better understand their specific needs
- Facilitate active participation and collaboration within community groups to harness their expertise and skills to inform and make improvements to RASASH's services
- Deliver training and awareness raising activities to a range of stakeholders, including public and private sector professionals
- Contribute to RASASH's external communications and represent RASASH at partnership meetings and events e.g. social media, campaigns, career fairs, third-sector events etc.

## Resource & Service Development

- Contribute to the development of inclusive and accessible support resources for service-users e.g. easy-read documents and translated resources
- Develop and co-produce materials with service-users, community groups, and representatives from marginalised communities
- Promote and share resources with service-users, other agencies, on social media/the website, and through community groups/representatives
- Contribute to the overall learning and development of the service by sharing findings, feedback, and facilitating and organising specialist training

## Service Standards

- Ensure support is delivered in line with Rape Crisis National Standards and within the boundaries of RASASH's policy and procedures as well as relevant legislation, including child protection, vulnerable adults, and health and safety
- Ensure the effective implementation of relevant referral pathways to ensure survivors have access to the services they need, including building positive working relationships with key stakeholders to ensure a collaborative approach to survivor support

- Ensure accessibility of the service to survivors from marginalised groups and communities, promoting inclusive and anti-discriminatory practice across all aspects of the service and working in accordance with RASASH's policy on Equality and Diversity
- Attend and participate in supervision, team meetings, practice development meetings, and training as required so that knowledge and practice is up-to-date and of a high standard

#### Data, Monitoring & Evaluation

- Conduct data collection, recording, and analysis to better understand the specific barriers, access requirements, and support needs of marginalised and/or vulnerable groups e.g. focus group discussions, surveys etc.
- Participate in the review and improvement of current service provision, identifying gaps and areas for improvement to effectively meet the needs of survivors, including consultation with service users in line with organisational procedures
- Record all information pertaining to RASASH's support services accurately and appropriately in line with RASASH's policies and procedures
- Contribute to monitoring and evaluation to evidence the impact of the service for survivors of sexual violence and for partner agencies; this includes completion of the national OASIS database, production of statistical data, and participation in any funding reports and evaluations

#### Other

- Work as part of a team and in line with the values of the organisation
- Contribute to small funding bids and/or donation initiatives
- Support volunteers and staff through training and regular supervision
- Flexibility in working hours, including some evening and weekend work
- Able to travel extensively across Highland including regular overnight stays
- Any other duties that are relevant to the post and agreed with RASASH

*This post is restricted to women applicants only (exempt under schedule 9, Part 1 of the Equality Act 2010). Full PVG checks will be required for this role.*

## Person Specification: Access & Inclusion Support Worker

Criteria	Essential	Desirable
<b>Knowledge &amp; Understanding</b>	<p>A. Understanding and commitment to an intersectional feminist analysis of gender-based violence</p> <p>B. Understanding of the impacts of sexual violence on women, men, young people, and marginalised groups</p> <p>C. An understanding of the barriers people may experience in accessing support for sexual violence, particularly vulnerable and marginalised groups</p>	<p>1. Knowledge and understanding of current legislation, policy, and strategy relating to gender-based violence</p> <p>2. Knowledge and understanding of the challenges of delivering sexual violence services in rural communities</p> <p>3. Understanding and knowledge of Child Protection and Vulnerable Adult Protection</p>
<b>Experience</b>	<p>D. Experience of providing emotional / practical support in a person-centred way</p> <p>E. Experience of working with (marginalised) communities utilising a strengths-based approach</p> <p>F. Experience of data collection and analysis for service-improvements e.g. questionnaires, focus groups etc.</p> <p>G. Experience of working in remote and rural communities</p>	<p>4. Experience of working with people affected by gender-based violence and / or trauma</p> <p>5. Experience of supporting individuals who self-harm and / or express suicidal ideation</p> <p>6. Experience of working with people with complex support needs (e.g. learning difficulties)</p> <p>7. Experience delivering training / group-based work</p>
<b>Skills &amp; abilities</b>	<p>H. Highly organised and motivated, able to work both within a team and independently using own initiative</p> <p>I. Excellent communication skills both written and oral, including public speaking</p> <p>J. High proficiency in the use of IT e.g. Microsoft packages, databases, email, shared drives etc.</p>	<p>8. Experience of multi-agency working</p> <p>9. Ability to produce action plans and written reports</p> <p>10. Able to produce digital resources and materials e.g. leaflets, social media content, Canva</p>

<b>Qualifications</b>		<p>11. Degree or qualification in a relevant area</p> <p>12. Rape Crisis Scotland training</p>
<b>Other</b>	<p>K. Commitment to equality, diversity, and anti-discriminatory practice</p> <p>L. Ability to work flexibly with evening/weekend work as required</p> <p>M. Able to meet the extensive travel requirements of the post - this requires weekly travel across rural Highlands and regular overnight stays</p> <p>N. Satisfactory PVG and reference check</p>	