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January 2023

**upport**

Dear Applicant,

**Vacancy: Prevention Worker (Secondary/Higher Education & Communities)**

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 at <https://lanrcc.org.uk/>

Please note that the deadline for completed applications is **Monday 20th February** at **9am**. Due to limited resources, we will only contact you if you have been shortlisted for interview. All shortlisted candidates will be contacted by email by **Wednesday 22nd February** andinterviews will be held in person on **Monday 27th February.**

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). The completed equal opportunities monitoring form should also be completed online by 20th February at <https://forms.office.com/e/wRyiSxviYi>

Please note only female applicants need apply under Schedule 9, Part 1 of the Equality Act 2010, and Part 1. 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:**

The work of Lanarkshire Rape Crisis:

* Provides trauma informed 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. We also provide justice advocacy and crisis support for male survivors and survivors of all gender identities.
* Provides justice advocacy support to those considering, or engaging with the criminal justice process You can read more about the work here: <https://www.rapecrisisscotland.org.uk/national-advocacy-project/>
* Delivering prevention workshops and engaging with young people across schools and youth settings in Lanarkshire as part of the Rape Crisis Scotland National Prevention Programme. <https://www.rapecrisisscotland.org.uk/national-sv-prevention-programme/>
* Working in partnership with other key stakeholders to end violence against women. Across Lanarkshire improve understanding and provision of violence against women services and trauma informed responses to survivors of sexual violence.

**LANARKSHIRE RAPE CRISIS PREVENTION WORKER JOB DESCRIPTION**

TITLE: Prevention Worker

HOURS: 28 hours a week (over 4 or 5 days)

SALARY: £28, 215 (pro rata) Fixed term until 31 March 2025

LRCC is committed to seeking and securing ongoing

funding

LOCATION: The post holder is based at LRCC premises, central Hamilton

(with regular travel to sites across Lanarkshire)

PENSION ENTITLEMENT 6% employers’ contribution

ANNUAL LEAVE ENTITLEMENT 27 days personal (increasing by 1 day per year up to

maximum of 30 days), plus 12 days Public Holidays (all pro

rata)

RESPONSIBLE TO: Service Manager, Justice Advocacy & Prevention

**Job Description**

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| **Purpose of Post** | The overall aim of this post is to deliver interventions to young people around healthy sexual relationships using the Rape Crisis Scotland sexual violence prevention pack, and to support schools, colleges and universities with implementing holistic approaches to addressing gender-based violence. The post will also play a key role in the development of local strategic approaches to sexual violence prevention. |
| **Main Responsibilities and Activities** | **1.Delivery of prevention education**   * Deliver educational programmes (eg ESAS) in schools and other education and community settings using the Rape Crisis Scotland sexual violence prevention pack. * Develop partnerships with schools and other education providers to plan education programmes and to support the development of policy and practice in relation to sexual violence, in accordance with existing priorities such as Curriculum for Excellence, Getting it Right for Every Child and child protection. * Deliver information sessions to school staff and parents/carers as required. * Develop partnerships with higher and further education providers to plan education programmes (eg ESCU) and to support the development of policy and practice in relation to sexual violence, in accordance with existing priorities and legislation. * Deliver information sessions to college/university staff as required. * Deliver awareness raising and training sessions to partner organisations and play an active role in the development of sexual violence prevention projects and initiatives across Lanarkshire.   **2.Strategic development**   * Support LRCC Management Team in liaising with statutory and voluntary sector agencies (such as local education authority, youth and children’s services) and contribute to multi-agency partnerships to develop strategic approaches to sexual violence prevention. * Liaise with Rape Crisis Scotland to increase connections and consistency between local and national approaches to prevention of sexual violence. * Participate in practitioners’ forums with network of Rape Crisis prevention workers. * Seek and develop opportunities for young people to be involved in shaping prevention interventions and work on challenging harmful gender stereotypes.   **3. Support**   * Respond sensitively to disclosures and facilitate young people’s access to support services as appropriate. * Act on any child protection or wellbeing concerns identified during seminars according to centre’s child protection policies and procedures. Where appropriate, participate in multi-agency initiatives to promote the young person’s safety and wellbeing.   **4. Monitoring and Evaluation**   * Gather evaluation data from young people and relevant professionals using the materials in the Rape Crisis Scotland sexual violence prevention pack. Pass data to Rape Crisis Scotland to inform revision of materials and funding reports. * Contribute to any agreed evaluation procedures including external evaluations.   **5. Equalities**   * Ensure that the delivery of prevention work recognises the additional barriers and inequalities faced by individuals from marginalized groups and communities and strives to always promote inclusive and anti-discriminatory practice across all aspects of the service.   **6. Accountability, supervision and professional development**   * Attend regular support and supervision with line manager. * Undertake training and development as required. * Adhere to all LRCC policies and procedures including Safeguarding, Health and Safety standards and Equalities legislation at all times and in all locations of service delivery. * Record all information pertaining to LRCC’s services accurately and appropriately in line with LRCC’s policies on confidentiality and GDPR.   **7. Team working and communication**   * Work as a team with other centre employees * Attend regular team meetings.   **8. Other**   * To contribute positively to the overall mission, vision and values of LRCC. * Any other responsibilities commensurate with the role required to meet the needs and expectations of the organisation and Board. * Flexibility of working hours * The post holder will regularly apply creative or adaptive thinking to develop innovative new approaches or solutions. * Contribute to the running of the Centre including housekeeping and supporting other projects. |

**Sexual Violence Prevention Worker post**

There is increasing awareness of issues of sexual violence affecting young people (such as sexual bullying, pressures and expectations around “sexting”, and violence within teenage relationships) and of the impact of increasing sexualisation in the media. This post is part of a national programme involving prevention workers based at Rape Crisis centres around Scotland, coordinated by Rape Crisis Scotland, using a shared resource pack and evaluation framework. Regular training opportunities and a practitioners’ forum are provided as part of the programmes including ESAS (Equally Safe at School) [Equally Safe at School | A whole school approach to preventing gender based violence](https://www.equallysafeatschool.org.uk/) and ESCU (Equally Safe at College & University). More information and a report from an external evaluation can be found <https://www.rapecrisisscotland.org.uk/national-sv-prevention-programme/>

**Person Specification**

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| **CRITERIA** |  | **ESSENTIAL** |  | **DESIRABLE** |
| **Knowledge** | E1  E2  E3  E4 | Understanding of feminist analysis of violence against women  Thorough knowledge of issues relating to sexual violence  Understanding of the impact of sexualisation of young people in the media and links with violence against women  Knowledge of Youth Work Principles | D1  D2 | Knowledge of approaches to sexual violence prevention  Knowledge of current legislation, policy and strategy relating to education and to the violence against women agenda |
| **Skills and Abilities** | E5  E6  E7  E8  E9 | Ability to engage with young people in a range of settings  Ability to work effectively with a wide range of partners in voluntary and statutory agencies  Good communication skills both written and oral  Ability to organise and prioritise workload and juggle demands of a busy role  Competence in use of IT, for example Microsoft packages, and delivery of Powerpoint presentations | D3  D4 | Competence in use of social media and networking platforms for awareness raising campaigns and engagement  Competence in use of remote service delivery and engagement eg via Zoom |
| **Experience** | E10  E11  E12 | Experience of delivering workshops/groupwork to young people  Experience of responding to disclosures  Experience of training delivery | D5  D6  D7  D8  D9 | Experience of developing educational materials or groupwork programmes  Experience of working with people affected by gender-based violence  Experience of evaluating interventions aimed at young people  Experience of working independently in an outreach capacity  Experience of classroom and/or groupwork |
| **Qualifications** |  |  | D10 | Qualification in Social Care, Teaching, Community Education, Youth Work or similar discipline |
| **Other** | E13  E14  E15 | Clean driving licence, access to vehicle and able to travel to various locations in the North and South Lanarkshire area  Able to work flexibly and to undertake occasional evening work (weekend work very rarely)  Commitment to anti-discriminatory practice |  |  |

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

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**Application to Lanarkshire Rape Crisis**

**for the post of**

**Prevention Worker**

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

**by:** 9am on Monday 20th February 2023

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**

**Prevention Worker**

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| **Section 2: Qualifications and training**  **(only enter those qualifications and/or training necessary or relevant to the job)** | | | | | | | |
| Qualification and/or training | | | Subject | | | | Date |
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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 an emphasis, where possible, 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, 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 unpaid 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. Shortlisting will be based on the information given in this application so please be explicit and give specific examples from your own practice where helpful. LRCC is a third sector, feminist organisation providing prevention, support and advocacy services across Lanarkshire. 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. | | | |
|  | | | |
| **Section 6: References** | | | |
| LRCC requires a minimum of 2 employment 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 dealt with in line with our GDPR & HR policies.