

# RASASH Application Pack

## How to Apply

Thank you for your interest in the post of **Support Worker (21 hours)**. You will find information about the role, RASASH, our values, and how to apply in this pack.

Applications should be submitted using our online form: <https://form.jotform.com/232812973147359>. The online application requires you to upload your CV and a supporting statement, demonstrating how you meet the requirements outlined in the job description and person specification.

We will consider paid/unpaid work, volunteering, and life experience. We also welcome applications from women who meet the criteria but do not have formal qualifications.

**Deadline to apply:** **9am on Monday 6 May**  
**Provisional interview dates:** **Thursday 9 May (Inverness or by Teams)**

Due to the volume of applications, only shortlisted candidates will be contacted.

RASASH is committed to developing a workforce that is dynamic and inclusive, where women of all backgrounds have an opportunity to contribute to the work we do. We welcome applications from women of all backgrounds and identities, in particular women of colour and those under-represented in the workforce. It is our aim that everyone working with us feels welcome, valued, and respected. We value diversity and celebrate the different perspectives and contributions this brings to our centre.

To support RASASH in our commitment to diversity and equality, we encourage applicants to complete our online Equal Opportunities form: <https://forms.office.com/e/9HbZSWQiqz>. Filling out the form is voluntary and any information you provide is confidential.

Please note only women need apply under Schedule 9, Part 1 of the Equality Act 2010. RASASH also welcomes applications from LGBTQ+ women. A PVG Disclosure check will be required prior to commencing employment.

We are keen to ensure an accessible recruitment process; if you have any issues accessing this pack or application form, please contact [recruitment@rasash.org.uk](mailto:recruitment@rasash.org.uk).

Our recruitment process is carried out in accordance with the Data Protection Act 1998. For full details on how your information will be used, please see our Privacy Notice.

## About RASASH

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

RASASH provides support, information, and advocacy for anyone aged 13+ or over, living in the Highlands and 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 youth-led campaigning, is part of our work aiming to change societal attitudes which contribute to sexual violence and the shaming of survivors.

RASASH is an intersectional-feminist organisation. This means that we recognise the compounding inequalities and discrimination that survivors, staff, and volunteers may experience, and seek to reflect this in our service provision and broader work. We are also survivor-led, which means that our operations are informed by survivors, and we are accountable first and foremost to them.

We are also committed to providing a supportive and empowering environment for our staff, creating an environment where we can inspire each other and allow each other to thrive, and working together collaboratively to achieve our collective goals. We also believe in continuous learning and reflection, welcoming feedback on how we can improve.

### **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 affected by sexual violence, irrespective of their gender, should have access to free, confidential, non-judgemental, and specialist support;
- Survivors are experts in their own experience and our role is to support them to exercise control and direction of their own lives;
- Sexual violence is preventable. Everyone has a role to play in creating a society that stands in solidarity with survivors and stands against sexual violence.

RASASH is governed by a Board of eight active and committed Trustees. The team consists of 24 staff. We are committed to a diverse and inclusive workplace. We are pro-choice and trans-inclusive.

## The Role

<b>Job title:</b>	Support Worker	<b>Reports to:</b>	Support Team Lead
<b>Hours:</b>	21 hours (Wednesday - Friday)  09:30 – 17:00 (regular shift) / 12:00 – 19:30 (Thursdays)	<b>Length of appointment:</b>	March 2025 (extension subject to funding)
<b>Salary:</b>	£18,531.24  (£30,893.28 FTE)	<b>Pension Contribution:</b>	An employer's contribution of 6% is payable after successful completion of a 6-month probationary period
<b>Location:</b>	Inverness and surrounding areas	<b>Holiday entitlement:</b>	25.2 days (42 days FTE)

## Purpose of the post

To provide an emotional support service to survivors of sexual violence in Inverness and the surrounding areas. The service will be available to any survivors age 13+ and their non-offending family, friends, and partners.

## Summary of main responsibilities

### PROGRAMME DELIVERY & DEVELOPMENT

- Deliver in-person emotional support to survivors of sexual violence in line with the National Rape Crisis Service Standards, ensuring support is survivor-led, trauma-informed, and of high quality.
- Work on a mobile basis across Inverness and the surrounding areas to deliver support sessions for survivors of sexual violence.
- Support with the delivery and facilitation of RASASH's group-based activities.
- Provide cover at the Inverness office and on the support line where necessary.
- Record all information pertaining to RASASH's support services accurately and in line with RASASH's policies and data protection requirements.

## **QUALITY ASSURANCE**

- Support the implementation of the National Rape Crisis Service Standards and best practice by implementing monitoring and evaluation systems.
- Adhere to strict professional boundaries, confidentiality, and work in compliance with RASASH's policies and procedures, including our duties under child protection and adult protection.
- Contribute to case discussion, reflection, and service development to ensure that our services are informed by service-users, designed to best meet their needs, and of high quality.
- Attend individual supervision, team meetings, and contribute to wider organisational development.
- Provide input to RASASH's donor reports and Board reporting as required.

## **TEAM WORKING**

- Contribute to a positive, diverse, and inclusive work environment that embodies RASASH's feminist values and celebrates equality and diversity.
- Work well as part of the support team and within the wider staff team, communicating effectively, sharing tasks, and acting with professionalism.
- Support with delivering induction and refresher training for staff.

## **OTHER**

- Flexibility in working hours, including some evening and weekend work.
- Able to travel within Inverness and surrounding areas to deliver support.
- Provide duty cover for safe working practices e.g. first aid, fire warden etc.
- Any other duties that are relevant to the post and agreed with the Support Team Lead.

*This job description is not exhaustive and, following consultation, the post holder may be required to fulfil other responsibilities and tasks.*

## Person specification

Criteria	Essential	Desirable
<b>Knowledge &amp; Understanding</b>	<p>A. Understanding and commitment to a feminist analysis of gender-based violence.</p> <p>B. Understanding of the impacts of sexual violence and trauma.</p> <p>C. Knowledge and understanding of the barriers that people may experience in accessing support for sexual violence.</p>	<p>1. Understanding of effective and appropriate emotional support methods, practices, and tools.</p> <p>2. Knowledge and understanding of National Rape Crisis Service Standards.</p> <p>3. Knowledge and understanding of child protection and adult support and protection practice.</p>
<b>Experience</b>	<p>D. Experience in providing emotional and/or practical support.</p> <p>E. Experience working in a person-centred way.</p> <p>F. Experience working in a boundaried and professional manner.</p>	<p>4. Experience of providing therapeutic support.</p> <p>5. Experience of working with people affected by trauma and/or gender-based violence, including those with complex support needs.</p>
<b>Skills &amp; abilities</b>	<p>G. Excellent interpersonal and communication skills, able to build relationships internally and with service-users.</p> <p>H. Possess excellent working knowledge of standard office packages, IT software, and databases.</p> <p>I. Demonstrates a resilient approach to work, with strategies for managing self and confidence in holding boundaries.</p> <p>J. Flexible and self-motivated.</p>	<p>6. Strong facilitation skills for group-based activities and training.</p>
<b>Qualifications</b>		<p>7. Degree or qualification in a relevant area.</p> <p>8. Rape Crisis Scotland training or equivalent.</p> <p>9. Full UK driving licence and access to a car.</p>