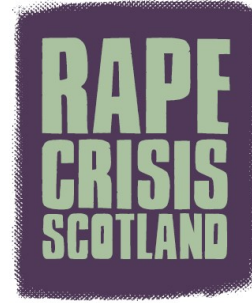


# Application Pack

## Policy Worker

---



### How to Apply

Thank you for your interest in the post of Policy Worker.

Please find below information relating to the organisation, our values and ethos, and details of the vacancy. Please note that only information provided in the application form can be considered in the shortlisting process. CVs will not be considered without prior arrangement.

Applications will be shortlisted by scoring the information provided in the application form against the essential and desirable competencies outlined below. Please provide as much information as possible, together with examples, to demonstrate how you meet these competencies. All experience is relevant and need not be limited to paid employment situations.

Completed application forms should be sent to [recruitment@rapecrisisscotland.org.uk](mailto:recruitment@rapecrisisscotland.org.uk) by Monday, 3 August 3, 2026 at 9am.

**Closing Date for Applications:** Monday, 3 August 3, 2026 at 9am.

**Invites to Interview issued by:** Tuesday, 11 August 2026.

**Anticipated date(s) for interview:** Tuesday, 18 August 2026 - Glasgow

An equal opportunities monitoring form should be completed online at <https://forms.office.com/e/rYhDL2sCFH>

We welcome applications from a diverse range of candidates, in particular women of colour and those underrepresented in the workforce. **Please note only women need apply under Schedule 9, Part 1 of the Equality Act 2010.**

Please note that a PVG Disclosure check will be carried out prior to employment commencing.

We are keen to ensure an accessible recruitment process; if you have any issues accessing this pack, or require these materials in a different format, please contact [recruitment@rapecrisisscotland.org.uk](mailto:recruitment@rapecrisisscotland.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 Rape Crisis Scotland

### Background

Rape Crisis Scotland is Scotland's leading organisation working to support survivors of sexual violence, transform attitudes, improve the justice response to sexual crime and, ultimately, to end sexual violence in all its forms.

From the earliest collectives, over 40 years ago, to the modern network of Rape Crisis centres, survivors' needs and voices have been at the heart of Rape Crisis in Scotland.

You can read more about the early years of Rape Crisis in our 2009 publication, [Woman to Woman: An Oral History of Rape Crisis in Scotland 1976-1991](#).

### Who We Are

All of us deserve to live free from the fear and threat of sexual violence. At Rape Crisis Scotland we work to raise awareness of the prevalence and impact of rape, sexual assault and abuse, advocate for better health, justice and community responses, and work to make sure that no matter what happened or when, survivors can access specialist support.

Rape Crisis Scotland is governed by a [Board of Directors](#) and is a growing organisation with over 45 staff members, working across a broad range of projects.

We deliver direct support services to survivors and work with local centres who provide specialist Best Practice Rape Crisis support to more than 6,000 survivors annually.

Rape Crisis Scotland and our member centres are committed to adhering to the Rape Crisis National Service Standards (RCNSS). These standards ensure that all survivors who contact us receive a consistent, specialist services from any member Rape Crisis Centre.

### What We Do

At Rape Crisis Scotland, our work is diverse and varied. In addition to our work

supporting our member centres we also provide the following services:

- A National Helpline, providing support and information to anyone affected by sexual violence. The Helpline is open daily, 5pm until midnight, 365 days a year.
- National Advocacy Service, supporting anyone who is considering reporting or is engaged in the justice system, helping them to navigate the system.
- Prevention work, working with schools, colleges and universities to promote healthy relationships, provide support to enable prevention of gender-based violence and improve institutional responses to survivors.
- Membership Services building the capacity of our member centres and their workers to work within the National Service Standards and meet local demand for evidence-based, high-quality services.

We also work collaboratively with the Scottish Women's Rights Centre, which provides legal advice and support to survivors of gender-based violence.

For the latest information on the work of Rape Crisis Scotland and our recent campaign work, see our latest [Annual Report](#).

## **Our Values and Ethos**

At Rape Crisis Scotland, our guiding principles are:

- Feminism,
- Equality and
- Human Rights

Our services draw from the guiding principles of gender-based power, reduced power analysis, survivor-centred approach, trauma-based approach and holding perpetrators accountable and our work with survivors is guided by values and principles of being non-judgmental, survivor-led and trauma informed.

As an organisation we are working to embed an intersectional approach, recognising the compounding inequalities and discrimination that survivors, our staff and volunteers may experience and seeking to reflect this in our service provision and broader work. We want Rape Crisis to be a movement that reflects the diverse population of Scotland and seek to support the participation and representation of Black and minoritised communities, disabled people, people of all ages, sexual orientations, gender identities and rural and remote communities.

As an organisation we are trans-inclusive, and pro-choice.

We recognise that our work to become anti-racist and intersectional is an ongoing

process, and are committed to reflection, and learning and welcome feedback on how we can improve.

Our principles and approach are important to us, and as an organisation that seeks to work collaboratively with others, we feel it important to share these so that we are transparent and clear with current and future members of staff about our values and the expectations that surround these in terms of how we work together and what we produce.

As we are committed to survivors, we are 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, working together, collaboratively to achieve our collective goals.

## Hybrid Working

Our office base is in the centre of Glasgow. The majority of staff spend part of their working week in the office and part at home, under our hybrid working arrangements. It is envisaged that this post will require a degree of home working and the necessary hardware will be provided. The post-holder should ensure that they have internet connection suitable for video conferencing.

## The Role

<b>Job title:</b>	Policy Worker	<b>Restrictions:</b>	Women-only*
<b>Department/Function:</b>	External Affairs and Communications	<b>Reports to:</b>	External Affairs and Communications Manager
<b>Location:</b>	Glasgow, with hybrid working	<b>Travel required:</b>	Occasional travel across Scotland
<b>Level/Salary range:</b>	Grade C1 £33,060.79 FTE (pro-rata)	<b>Position type:</b>	Part time (24hrs per week)
<b>Pension contribution:</b>	8% employer's contribution	<b>Holiday entitlement</b>	43 days inclusive of public holidays, pro rata

<b>Duration of employment:</b>	Initial contract until end March 2028.		
--------------------------------	--	--	--

## Job Purpose

The Policy Worker will support the development of Rape Crisis Scotland’s policy and influencing work to improve justice, health and community outcomes for survivors of rape and sexual violence across Scotland.

The role will support the organisation’s advocacy priorities and respond to changes in laws, policies, and practices which affect survivors.

The Policy Worker will contribute to the development of policy outcomes by building research and practice insights to make evidence-based arguments. They will also work directly with survivors and specialist sexual violence services across the country to ensure that lived experience and expertise is at the heart of policy development and improved responses.

The role will also support Rape Crisis Scotland in its work with the Scottish Women’s Rights Centre, which supports survivors of gender-based violence in the civil justice process.

## Specific Responsibilities of this Role

- Monitoring Scottish and UK-wide policy developments relating to Rape Crisis Scotland’s policy priorities
- Researching and collaborating with colleagues and external partners to gather evidence to support influencing activities
- Writing effective briefings and reports to inform and influence target audiences
- Responding to parliamentary bills, inquiries and consultations
- Supporting the expansion of our network of external partners, including politicians, policymakers, partner organisations and other key stakeholders
- Representing Rape Crisis Scotland in external forums
- Collaborating with colleagues who support lived experience survivor groups to inform policy priorities and engage with relevant policy makers

- Support colleagues with influencing and policy development activities as needed

## Person Specification

The ideal candidate will have research experience and an interest in developing solutions to tackle gender-based violence and improve outcomes for survivors.

A strong written communicator, they will be able to demonstrate their ability to make complex information accessible and engaging for a range of stakeholders.

They should also have good understanding of, and support for, Rape Crisis Scotland's values and principles, which are based on an intersectional feminist, person-centred and trauma-focused approach to gender-based violence.

### **Essential skills, knowledge & experience required:**

- **E1:** A relevant qualification – such as a degree in public policy, law or human rights – **or** demonstrable experience (which may include voluntary work) in a research or policy and public affairs environment.
- **E2:** Strong communication skills, particularly in writing
- **E3:** Ability to work collaboratively and effectively with a diverse range of stakeholders.
- **E4:** Knowledge of the Scottish political, civil and/or criminal justice landscape as it relates to gender-based violence.
- **E5.** Good understanding of, and support for, RCS' values and principles which are based on an intersectional feminist, person-centred and trauma-focused approach to gender-based violence
- **E6.** Good understanding of the societal, political, emotional, and legal context within which gender-based violence occurs.

### **In addition, the following would be desirable:**

- **D1:** Previous experience supporting Violence Against Women and Girls and/or equalities policy, services or projects.
- **D2:** Understanding of how to support people with lived experience to participate in research and projects, particularly when sensitive information is being shared.

Please note, this role will include occasional evenings, weekends, and overnight stays. Some travel across Scotland is necessary to support rural participation and attend relevant events. RCS is committed to flexible working and positive work-life balance.

Travel will be planned and agreed well in advance, with consideration for the post holder's other commitments.

**\* Please note only women need apply under Schedule 9, Part 1 of the Equality Act 2010.**

