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**Specialist Sexual Violence Support Worker**

**Salary:** starting £26,400 per annum pro rata

**Employment type:** 24 -36 hours per week

**Benefits:** 30 days annual leave + bank holidays - Employer contribution-based pension scheme – comprehensive training - development and progression opportunities

**Responsible to:** Operations Manager

**Based**: Lincolnshire Rape Crisis Headquarters, Lincoln

**Closing date:** 11/07/2025

**Interview date:**  TBC

**Start date:** 01/09/2025

**Other Information**

* This post is restricted to women under Schedule 9, Part 1, Equality Act 2010
* Applicants will undergo an enhanced disclosure and barring check (DBS)
* This position is based at Lincolnshire Rape Crisis HQ in central Lincoln with travel to other meeting locations around the county of Lincolnshire.
* Applicants must have a full clean driving licence and their own vehicle that they can use for work at all times
* Application by email only

All completed applications must be sent to [Recruitment@lincolnshirerapecrisis.org.uk](mailto:info@lincolnshirerapecrisis.org.uk) – *please note any applications sent/received after the deadline stated above will not be considered.*

**Equal opportunities statement**

Lincolnshire Rape Crisis is an equal opportunities employer, and we welcome applications from all women. As an organisation run by women, we strive to be supportive and flexible to the needs of our staff.

**Purpose of role**

Provide trauma informed, empowerment based, practical and emotional support to survivors of sexual violence at our HQ in Lincoln, and countywide locations.

Facilitate the provision of one-to-one pre-arranged meetings and group support for survivors of sexual violence in Lincolnshire.

To represent and promote Lincolnshire Rape Crisis and build appropriate partnerships within both statutory and voluntary agencies in local communities.

**Main Duties and Responsibilities**

* Demonstrate a commitment to Lincolnshire Rape Crisis Service Values
* To facilitate trauma informed, empowerment based, practical and emotional support, information and advocacy to survivors who have experienced, are experiencing or are at risk of sexual violence
* To carry out and regularly review risk assessments for service users and new referrals
* To maintain good practice standards at all times
* To work closely with partnership agencies
* To liaise with other relevant voluntary and statutory agencies and to make referrals and signpost to other agencies as appropriate
* To build and maintain a local information base and positive working relationships
* To participate in the development of special projects as agreed by the Service Manager
* To actively engage in the Lincolnshire Rape Crisis supervision and appraisal model
* To be committed to your own personal development
* To support volunteers in their professional development
* To develop services across Lincolnshire via a "hub and spoke" model, in consultation with the Service Manager as necessary
* To keep accurate records and information in line with GDPR and Lincolnshire Rape Crisis policies and procedures
* To maintain information, record keeping and monitoring systems and collate data as required by the service
* To provide reports in line with agreed practices and procedures as requested by the Service Manager
* To work on a flexible basis within the overall number of contracted hours to provide an accessible service to all survivors. This will include evening and/or weekend work
* To attend external meetings and training events and represent LRC when required
* To attend and participate in team, project and trustee meetings as required
* To contribute to the development of Lincolnshire Rape Crisis
* Any other duties as commensurate with the post, as requested by the Service Manager

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**Essential Criteria – Support Worker**

E= Essential D = Desirable

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| **Knowledge and understanding** | | |
| 1. An understanding of and commitment to the values and the objectives of the organisation | | E |
| 1. A feminist who is demonstrable of these values | | E |
| 1. An understanding of the impact of sexual violence on survivors, their   families, friends, communities and society | | E |
| 1. An understanding of the support needs of survivors of sexual violence | | E |
| 1. An understanding of diversity, and a good demonstrable understanding of equal opportunities and an ability to implement this in practice | | E |
| 1. An understanding of child protection and safeguarding (adults and children) issues. | | E |
| **Skills and Ability** | | |
| 1. Ability to maintain professional boundaries with service users | E | |
| 1. Ability to carry out work discreetly and to understand and maintain confidentiality | E | |
| 1. Initiative, flexibility and the ability to work without direct supervision and as part of a team | E | |
| 1. Ability to be flexible and adapt to changing circumstances of the role and the organisation | E | |
| 1. A good level of IT skills and the ability to use MS office suite and to input information onto a computerised database recording system | E | |
| 1. Confidence and ability in using the telephone to provide listening support to callers, some of who may be in distress | E | |
| 1. Excellent organisational skills | E | |
| 1. An ability to think creatively | E | |
| 1. Integrity and accountability | E | |
| 1. Ability to prioritise tasks and work to deadlines | E | |
| 1. Access to own vehicle, has a full clean driving license and the ability and willingness to travel throughout the county to support survivors | E | |
| 1. Ability to speak additional languages | D | |
| **Experience** | | |
| 1. Previous experience of working with individuals in a supporting role | E | |
| 1. Previous experience of providing support for survivors of sexual violence in a professional capacity | D | |
| 1. ISVA or ChISVA qualification | D | |
| 1. Experience of working with service users who have mental health needs | D | |
| 1. Experience of working in the voluntary sector and/or charity sector | D | |
| 1. Experience of multi-agency working | D | |