

Dear Applicant

Thank you for your interest in sessional counselling work with East London Rape Crisis, **nia**.

This application pack includes

- Information for applicants
- About **nia**
- Advert
- More about this post
- Person Specification

If you are interested in applying for the role, please send us a CV & covering letter. Please relate your CV & covering letter to the requirements stated in the advertisement, role profile and person specification, as shortlisting for interview is dependent on the extent to which your application matches these.

Unfortunately, we are unable to write to applicants who are not shortlisted. Should you not hear from us within two weeks after the closing date, you should assume that on this occasion your application has been unsuccessful.

Your CV & covering letter should be marked 'application and the title of the post (s) that you have applied for' and e-mailed to administrator@niaendingviolence.org.uk or posted in a sealed envelope marked "Private & Confidential" to Rachel Evans, **nia** (Recruitment), PO Box 58203, London, N1 3XP by the closing date. Any late applications will not be accepted.

Yours faithfully,

Karen Ingala Smith
Chief Executive

INFORMATION FOR APPLICANTS

OUR APPLICATION AND OUR RECRUITMENT PROCESS

Applying for a role

nia's recruitment policy intends to ensure that every applicant is treated fairly. This means that we are not able to consider previous applications or personal knowledge of you. It means that if already work for **nia**, we do not take into account your personal file.

The information you provide in your CV & covering letter is the only information we will use in deciding whether or not you will be shortlisted for the selection process. Your CV & covering letter are therefore very important and the following advice is designed to help you write these as effectively as possible.

Using the person specification

The **person specification** is the list of criteria or requirements regarded as necessary for the post. To be considered for an interview you have to fulfil each point of the person specification, demonstrating your abilities by telling us about your experience.

Before you write your CV & covering letter, look at the person specification and decide how to relate your skills, knowledge and experience to each point. Try not to repeat yourself by using just one area of your experience to cover more than one requirement. Draw upon your past and present jobs or interests; you may discover you have a broader range of skills than you imagined.

Give examples of the work you have been involved in and write in a positive way (e.g. I was responsible for I organised.... etc) Always remember to specify your own responsibilities rather than those of your section or department. The most important thing is to tell us - we are unable to guess or make assumptions.

Remember that voluntary work or work at home can be as valuable as paid employment. It is important that your application relates to the role you are applying for.

Your application

*Send your CV & covering letter to **nia** and keep a copy.*

Shortlisting

CV's are read very carefully to see how each person's skills and experience relate to the skills and experience in the person specification, and applicants who meet these requirements will be shortlisted for interview. **Only information contained in the CV will be considered in making the decision to shortlist.**

Interviews

The interview panel is normally made up of three people who ask each candidate questions covering the relevant criteria. The questions are intended to allow you to expand on your application and to show the panel how far you meet the essential requirements of the post. You will have the opportunity to ask questions about the role, conditions of service etc.

Panel members have to keep a record of their assessment of each candidate so that the reasons of their decision are clear and consistent. You should therefore not be worried about the panel taking notes.

Feedback

If you are unsuccessful and feel that feedback on your application and/or interview would be helpful in applying for other roles, please write to Rachel Evans, Central Services Manager who will be pleased to arrange this for you.

nia has been delivering services to women and children who have experienced domestic and sexual violence for 40 years.

The organisation has three main aims, which are to provide services for women, children and young people who have experienced male violence, working to end male violence against women and girls, and to inform and influence policy and public awareness. We achieve these aims by

- providing high quality services for women, girls and children who have experienced or are at risk of male violence,
- increasing awareness of violence against women, girls and children and developing services, contributing to research, debate and policy initiatives to prevent it,
- challenging inequality and discrimination and celebrating diversity,
- empowering and supporting women and children, and
- increasing and developing the effectiveness of resources through partnership, collaboration and multi-agency action.

Presently, **nia** is delivering a range of services across London, primarily in the East and North of the city, the majority of which are delivered primarily in an outreach capacity. Our services are continually evolving in order to respond to the needs of women who face multiple disadvantage and barriers to accessing services, they currently include:

- **East London Rape Crisis** for women and girls who have experienced any form of sexual violence -including rape, sexual assault and child sexual abuse - regardless of when it occurred, who it was perpetrated by and whether or not it was reported to the police.
- **The Emma Project** a pioneering service for women who are escaping domestic and sexual violence and who use substances problematically; more than a third of the women who have lived in the refuge have also been exploited through prostitution. The women who enter the project have frequently been excluded from and/or refused access to other types of refuge provision.
- **London Exiting and Advocacy Project, (LEA)**, offering outreach and one-to-one support to women involved in prostitution. **The LEA Project** helps women access housing, welfare benefits, legal advice, drugs and alcohol services, specialist counselling and routes to exit prostitution. Women are also supported through access to employment training, education, volunteering and sustainable employment.
- **Daria House** is new a refuge for women who have been sexually exploited, with a particular focus on supporting women who been exploited through involvement in prostitution. We offer non-judgemental support, information and advocacy. We help women to access housing and welfare benefits, legal advice, healthcare, drug and alcohol services and other specialist services for women in prostitution.

- **Independent Domestic Violence Advocacy (IDVA) Services** - We currently operate three different IDVA services in Haringey, Hackney and Newham where outreach workers support women who have been identified by the MARAC as being at high risk of serious domestic violence and homicide. The Hackney and Haringey services are double accredited holding SafeLives Leading Light status and the Advice Quality Standard for casework with women. The Newham service is a new contract for **nia** has achieved the Advice Quality Standard for casework with women.
- Opening in 2017, **The Huggett Women's Centre** developed in partnership with DABD and BDCVS in Dagenham offers a range of services including group-work and specialist support and advocacy for all women and girls aged 11 and above.
- **IRIS** - which is a GP training programme and advocacy support to improve the health care responses to domestic violence and abuse. **nia** delivers the service in Hackney and Haringey.
- **nia** is part of ASCENT which is a partnership of 22 specialist organisations within the London Violence Against Women and Girls (VAWG) Consortium, delivering a range of services for survivors of domestic and sexual violence.

Training and Groupwork

We can provide training and groupwork to agencies, professionals, women's groups and young women.

- Areas we specialise in include
- Sexual violence
- Improving healthcare responses to domestic violence and abuse
- Substance use and violence against women
- Prostitution and sexual exploitation
- Working with young women
- Feminist approaches to men's violence against women and girls

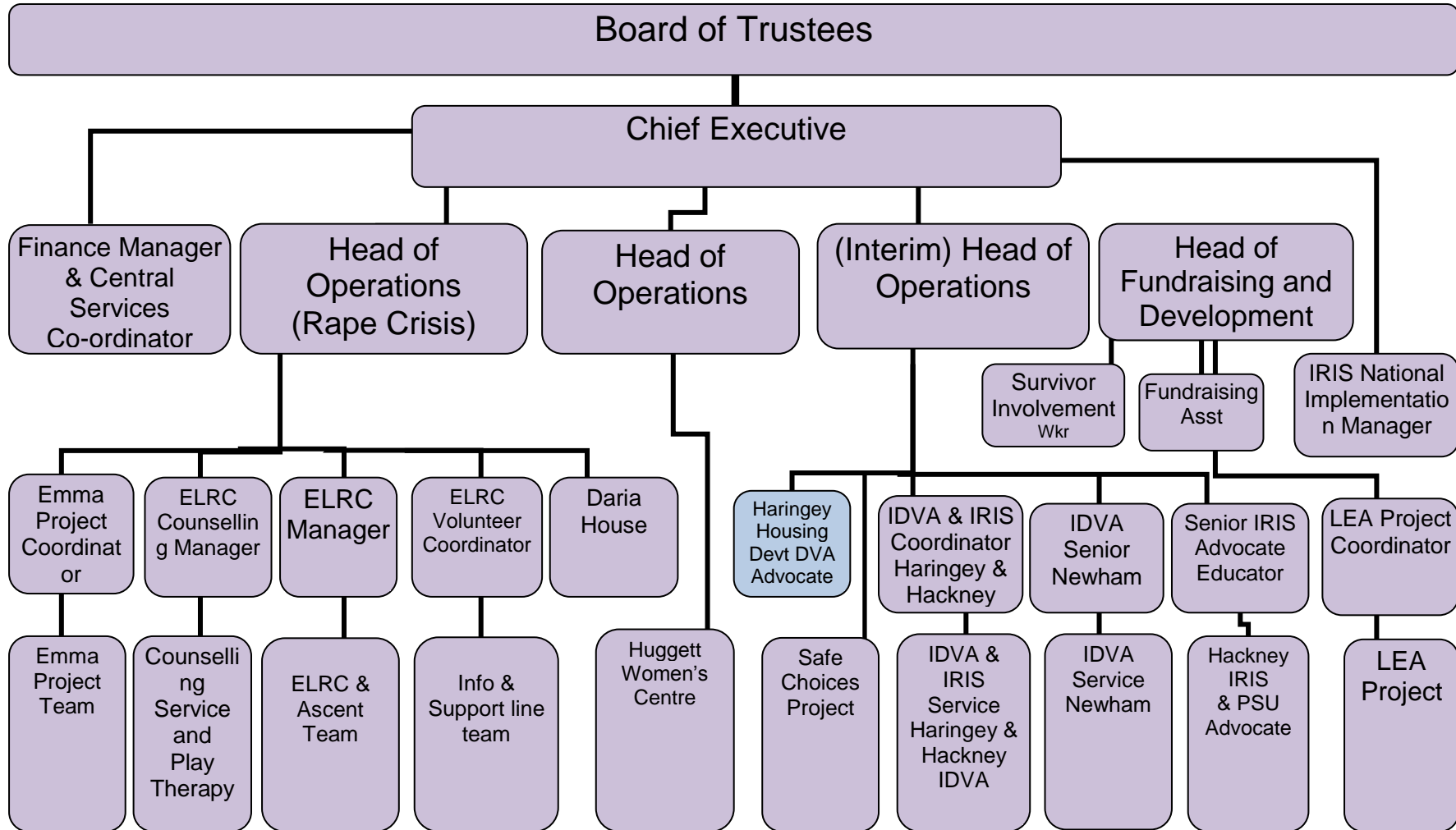
How to contact us

www.niaendingviolence.org.uk
info@niaendingviolence.org.uk

Address: P.O. Box 58203, London, N1 3XP
Telephone 0207 683 1270

Registered Charity Number 1037072
Registered Company Number 02673624

nia Structure May 2017





Advert

nia has been delivering services to women, girls and children who have experienced domestic and sexual violence since 1975. The organisation has three main aims: to provide services for women, girls and children who have experienced men's violence; contributing to ending male violence against women and girls, and to inform and influence policy and public awareness.

East London Rape Crisis Service provides free, confidential specialist support for women and girls who have been raped or experienced any other form of sexual violence or abuse.

The women who work and volunteer at **ELRC** offer confidential and independent support. Services include emotional and practical support, one-to-one counselling, group support and advocacy. The service is provided across Barking & Dagenham, Hackney, Havering, Redbridge, Newham, Tower Hamlets and Waltham Forest.

nia is a professionally approved member of Rape Crisis England and Wales; an umbrella organisation supporting Rape Crisis Centres across the country. Rape Crisis is completely independent of the government and the criminal justice system.

We are seeking to recruit

Job Title: Sessional Counsellors – East London Rape Crisis
Hours: Variable
Term Counsellors will ideally be able to commit to 12 months
Rate: £30 per hour

You will deliver one to one counselling to female survivors of sexual violence within a feminist framework and be responsible for administration including use of CORE. You will ideally be able to provide a minimum of 5 hours counselling a week, and to provide a service for up to a year.

You'll have a 'can-do' approach and demonstrable commitment to nia's feminist approach to supporting women and their children to be safer. You should be BACP or UKCP accredited- or at a minimum be registered and be ready to apply for accreditation- and have experience of working with survivors of sexual violence.

Please email your CV, addressing the requirements of the attached Sessional Counsellor job specification and a covering letter detailing whether enhanced DBS is held and details of Personal Indemnity insurance to revans@niaendingviolence.org.uk, or by post marked Private and Confidential to: **the nia project** PO Box 58207 London N1 3XP

Closing Date: 31st August 2017
Interview Period: September 2017

The post is subject to an enhanced vetting and barring check and open to women only (exempt under the Equality Act 2010 Schedule 9, Part 1).

PERSON SPECIFICATION

Sessional Counsellor- East London Rape Crisis Service

1	Substantial experience of working within the violence against women and/or Children/Young People's sectors or similar field
2	Knowledge of the issues facing women, children and young people affected by violence against women along with the ability to identify women's individual and collective needs
3	Non-judgemental, non-directive and anti-discriminatory approach to empowering women
4	Experience as a counsellor working with trauma including working with women who have experienced sexual violence
5	Experience of providing initial and comprehensive assessments for survivors of violence
6	Experience in using CORE or similar outcomes measurement tool
7	BACP or UKCP accreditation is desirable. We will consider individuals who are registered and have a minimum of 220 hours of counselling
8	Willingness to travel and work from a number of East London boroughs
9	A broad base of administration skills including ability to maintain records and use IT and paper-based systems proficiently
10	Evidence of continuing professional development and relevant professional qualifications/training
11	Able to work at least one evening a week and/or Saturdays
12	Ability to work independently and within a team, to plan and manage a complex workload, meet deadlines, problem-solve and respond to unplanned demands
13	High level of self-motivation and ability to think creatively with a 'can-do' attitude that can inspire others
14	A feminist perspective on how gender, social, economic, race, cultural, linguistic, religious and sexual orientation issues may impact on people's lives