

Dear Applicant

Thank you for your interest in this post, **CouRAGEus Young Women and Girls Advocate** with **nia**.

This application pack includes

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

If you are interested in applying for the job, please download an application form. **When completing it please relate your application to the requirements stated in the person specification**, as shortlisting for interview is dependent on the extent to which your application matches these.

Please complete the application form in full. Please do not include any additional documentation such as Curriculum Vitae, as the Organisation requires candidate's information to be in a standard form on its own application form.

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 completed application form should be returned marked 'application form and the title of the post (s) that you have applied for' via email to [administrator@niaendingviolence.org.uk](mailto:administrator@niaendingviolence.org.uk) by the closing date. Any late applications will not be accepted.

Yours faithfully,



Rachel Evans  
**Head of Central Services**

## INFORMATION FOR APPLICANTS

### OUR APPLICATION AND OUR RECRUITMENT PROCESS

#### Applying for a job

**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 application form is the only information we will use in deciding whether you will be shortlisted for the selection process. Your application form is therefore very important and the following advice is designed to help you compete it 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 marked "X" in column A (application).**

**NB: Please note the maximum word count is 2500 words.**

Before you fill in the application form 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 relate to the job you are applying for.

#### Completing the application form

Application forms should be filled in as completely and as clearly as possible so that we can consider all candidates on the same basis.

Write out the form in rough first to avoid mistakes and repetitions.



Make sure you complete the form clearly, and type it or use dark ink (black ink shows up best when photocopied).

In completing the references section, please give as your referees your current and most recent employers where possible.

*Send your form to **nia** on time **and keep a copy.***

If you would like your receipt of application acknowledged, please enclose a stamp-addressed envelope or postcard, which we will return to you.

## **Shortlisting**

After the closing date, the application forms 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 requirements marked "X" on the A (application) column will be shortlisted for interview.** Only information contained in the application 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. Shortlisted candidates will be asked to complete a task/presentation either at or before the interviews. You will have the opportunity to ask questions about the job, 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 interview would be helpful in applying for other jobs, please email Rachel Evans, Head of Central Services at [revans@niaendingviolence.org.uk](mailto:revans@niaendingviolence.org.uk) 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.
- **Daria House** - a refuge for women who have been sexually exploited, with a particular focus on supporting women who have 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.
- **Jan's Place** - Jan's Place opened in autumn 2022 and became **nia's** third specialist refuge offering trauma informed accommodation and support to women living with multiple disadvantages, in particular problematic substance use (including illegal and/or prescription drugs and/or alcohol) who have been subject to domestic violence and abuse, recognising that this may overlap with sexual violence and prostitution.

- **Independent Domestic Violence Advocacy (IDVA) Services** - We currently operate two different IDVA services in Haringey and Hackney 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.
- **IRIS** - a GP training programme and advocacy support to improve the health care responses to domestic violence and abuse. **nia** delivers IRIS in Hackney and Haringey
- **East London Exiting and Advocacy Project, (ELEA)** - offering outreach and one-to-one support to women involved in prostitution. **The ELEA 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.
- **The Anita Project** -devised to bring about long-term sustainable change for women facing multiple disadvantage and who are involved in prostitution in London. This service includes advocacy, group work and nighttime outreach.

**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

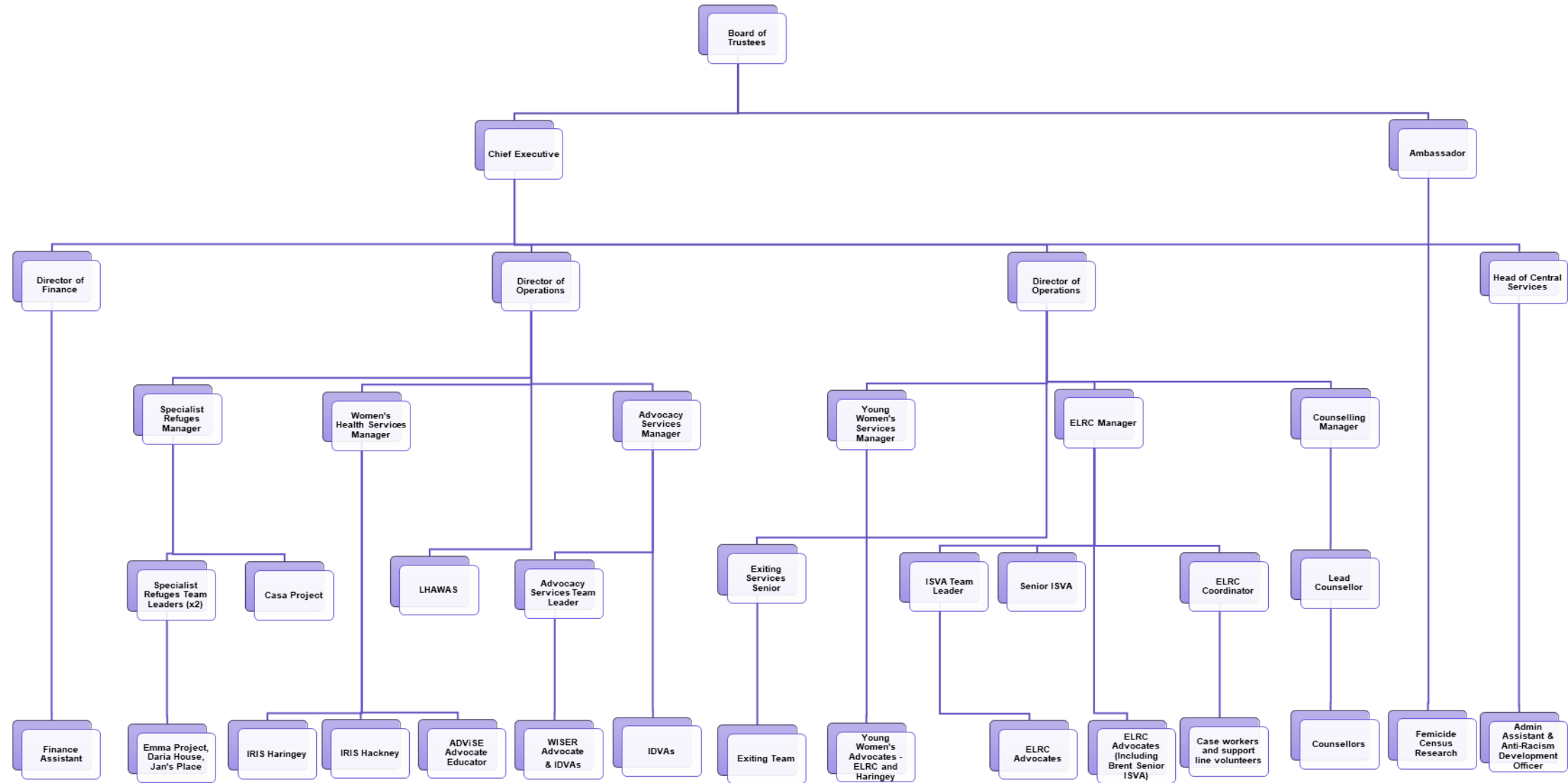
We can provide training and groupwork to agencies, professionals, women's groups and young women.

- 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](http://www.niaendingviolence.org.uk)  
[info@niaendingviolence.org.uk](mailto:info@niaendingviolence.org.uk)

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





## ADVERT

For nearly 50 years, **nia** has provided high quality, women-led services across North and East London. **nia** has three main aims: to provide services for women, children and young people who have experienced male violence, working to end men's violence against women and girls, and to inform and influence policy and public awareness.

**nia's** values, and our commitment to upholding them, set us apart. We put women first – always and without hesitation: we believe women, we are run by women, for women. We leave no woman behind: we challenge inequality and discrimination and believe that uniting women of all backgrounds is essential to ending the sex-based oppression of women.

**nia** is recruiting for a Young Women and Girls Advocate as part of a pan-London project for minoritised young women and girls. The CouRAGEus project is a partnership between 12 leading organisations (WGN, Ashiana, IKWRO, London Black Women's Project, Solace Women's Aid, **nia**, Southall Black Sisters, Respond, Jewish Women's Aid, Galop, Advance and Imkaan) in the VAWG sector established to provide advocacy, specialist mental health advocacy, counselling, VAWG awareness and well-being programs for minority young women and girls experiencing violence against women and girls, mental health and/or multiple disadvantages.

### We are seeking to recruit to the following post:

**Job Title:** CouRAGEus Young Women and Girls Advocate

**Job Ref:** nia 189

**Hours:** 35 hours per week

**Salary:** £29,000- £32,000- dependent on experience and qualification

**Location:** This post requires travel across East London and currently follows a hybrid working model of one day per week spent at **nia's** office in Islington and one day at **nia's** Women's centre in Dagenham

The post is currently funded until March 2027. In the role of Young Women and Girls Advocate you will hold a caseload of minoritised young women and girls aged 14-24 years old who have been subjected to sexual violence. You will work from a trauma-informed feminist framework, recognising multiple and overlapping oppressions. You will support those whose choose to report through the criminal justice process. In addition, the role involves providing broader support to young women and girls to address the multiple impacts of VAWG. The advocate will work with the wider young women's team to deliver group work and prevention activities.

This is an exciting opportunity to join a growing Rape Crisis Service in a supportive feminist organisation. We're looking for a highly organised and self-motivated woman who is passionate about ending violence against women. You'll have a 'can-do' approach and demonstrable commitment to **nia's** feminist approach to supporting women and girls.

We particularly encourage applications from Black, Asian and minoritised women, young women with lived experience and those who have experience of accessing services as a young woman/child.

To apply, visit our website [www.niaendingviolence.org.uk](http://www.niaendingviolence.org.uk) and download a job profile and application pack. CV's will not be accepted. Applications can be returned via email to [administrator@niaendingviolence.org.uk](mailto:administrator@niaendingviolence.org.uk).

**Closing date:** 10am, 6<sup>th</sup> May 2025

**Interview date:** 16<sup>th</sup> May 2025

The post is subject to an enhanced vetting and barring check and open to women only. Genuine Occupational Requirement (GOR), Schedule 9 (Work; Exceptions), Part 1 (Occupational Requirements), of the Equality Act (2010) applies.



## JOB PROFILE

<b>Job Title:</b>	CouRAGEus Young Women and Girls Advocate
<b>Salary:</b>	£29,000- £32,000- dependent on experience and qualification
<b>Hours:</b>	35 hours per week
<b>Term:</b>	The post is currently funded until March 2027
<b>Team:</b>	Young Women and Girls Service
<b>Line Manager:</b>	Young Women and Girls Services Manager
<b>Location:</b>	This post requires travel across East London and currently follows a hybrid working model of one day per week spent at <b>nia's</b> office in Islington and one day at <b>nia's</b> Women's centre in Dagenham

### A. AIMS OF THE POSITION:

To provide pro-active advocacy and casework support to young women and girls aged 14-24 years old who have experienced violence against women and intersectional/multiple disadvantage. In addition to providing casework the advocate will undertake assertive outreach and support the development of the expert by experience panel, group work and professionals training. The Advocate will work in partnership with the women and girls led pan –London consortium project.

### B. SPECIFIC AREAS OF RESPONSIBILITY:

#### 1. Advocacy Support

- To enable young women and girls who have experienced VAWG to understand and access their rights
- To address the multiple impacts of VAWG by working with young women and girls to develop and enhance self-protective factors and resilience including but not limited to self-esteem, confidence and safety planning skills
- To develop and deliver empowering bespoke packages of support, referral, sign-posting, advice and advocacy to a caseload of young women and girls affected by Violence Against Women and Girls (VAWG) and/or experiencing intersectional disadvantage.
- To ensure robust risk assessment of all young women and girls accessing the service and a tailored package of support is developed
- To address the multiple impacts of all forms of VAWG by working with young women and girls to identify and address areas of need including but not limited to mental, emotional, physical, sexual and reproductive health and well-being, social functioning and life skills, housing and immigration

#### 2. Assertive Outreach, Prevention and Resilience Programmes

- To under-take assertive outreach in identified non-traditional settings (e.g., such as music festivals and music venues) to meet the needs of the older cohort of and other vulnerable/ high risk minoritised YWG exposed to high levels of violence.



- In conjunction with the Community Prevention Workers to co-develop and deliver prevention and resilience building programs within targeted community settings.
- Working in partnership with the Community Prevention Workers to encourage and engage YWG's to feel confident to be involved within the 'Experts by Experience' platforms for their voices to be heard and influence the service

### **3. Information & Support line**

- To undertake shifts on the Information & Support line on a regular basis, including some weekday evenings and Saturday mornings
- To provide support and guidance to volunteers who are providing Information & Support Line services

### **4. Safeguarding**

- Maintaining confidentiality for young women and girls, in line with **nia's** Safeguarding Policy
- Assessing safeguarding concerns and to discuss these concerns with the safeguarding lead.
- Supporting the young women and girls through this process where appropriate and to ensure that they are kept informed at all times
- Equipping young women and girls with information, skills and resources they need to make informed choices, access services, access their rights and to have their voices heard
- Understanding the nuanced nature of risk assessment and risk manifestation and work with young women and girls and local agencies to develop a shared understanding of risk and negotiate robust risk management plans to maximise external protective factors
- Utilising a multi-agency approach, working with voluntary and statutory professional networks surrounding the young woman, including social care, education, health/mental health, youth justice services, police, etc.

### **5. Widening Access**

- As a targeted project to support minoritised young women and girls, at all times working within an intersectional framework, considering the diverse and sometimes conflicting needs of young women and girls across protected characteristics and tailoring the service to widen access and ensure individual and community needs are met.
- Ensure minoritised young women and girls are aware of the service and feel welcomed by the service and confident their needs will be met
- To utilise interpreters as a way to ensure young women and girls are able to access and feel confident using the service.

## 6. Strengthening Practice

- Actively contributing to the development and creation of a trauma-informed working environment and a feminist ethos of care and support
- Developing and maintaining updated working knowledge of relevant legislation including but not limited to social welfare, child rights, criminal and civil law and immigration
- Liaising with other agencies providing services for young women and girls within the target locality, establishing new contacts and referral pathways.
- Acting as a specialist in relation to minoritised young women and girls and their experience of VAWG, providing expert contributions to relevant multi-agency child safeguarding systems and forums including child protection conferences and Child Sexual Exploitation strategy meetings; and offering consultation for professionals working with non-caseload clients
- Active participation in monitoring and evaluation including responsibility for data collection for the project.

## C. GENERAL DUTIES

- Acting in accordance with **nia's** policies and procedures, including
- Work in a manner which positively promotes the aims and objectives of the organisation.
- Positively upholding and promoting **nia's** feminist ethos and commitment to equality, diversity and anti-discriminatory practices
- Ensure effective communication with other teams in **nia**
- Compliance with the Health and Safety at Work Act, and taking reasonable care of personal safety and that of other persons and resources whilst at work
- Attend and participate in regular training when required
- Attend and participate in regular supervision, staff and other meetings as necessary and attending management committee meetings when required.
- Carrying out your own administrative duties
- Prioritising women, upholding and promoting feminist, trauma-informed and anti-racist practice
- Undertaking any duties consistent with the post as may be reasonably requested by the Senior Managers, the Chief Executive and Board of Trustees

*Please note this job description is intended to outline the main duties of the post and may change as the post and organisation develops.*

## PERSON SPECIFICATION

### CouRAGEus Young Women and Girls Advocate

Key to table

<b>A</b>	Application areas will be used to shortlist
<b>T</b>	Tested at interview
<b>I</b>	Tested at interview stage

Please provide a supporting statement addressing all shortlisting criteria marked with “X” in the Application column (maximum word count: 2500 words).

		A	I	T
1	Substantial experience of working within the Violence Against Women and/or Children/Young People’s sectors or similar field	x		
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.	x	x	
3	Non-judgemental, non-directive and anti-discriminatory approach to empowering women and girls		x	
4	Experience of risk assessment, safety planning and support of survivors of violence against women with a variety of additional support needs	x	x	x
5	A feminist perspective on how gender, social, economic, race, cultural, linguistic, religious and sexual orientation issues may impact on people’s lives	x	x	
6	Ability to assertively engage with young women and girls who may not access mainstream services	x	x	x
7	Experience of developing and delivering prevention and awareness raising programmes that promote awareness and understanding of the issues that impact on minoritised young women and girls at risk or experiencing VAWG (desirable)	x		
8	Working knowledge of relevant safeguarding legislation and ability to work within them in a woman and child centred way	x		x
9	Ability to critically assess own performance and experience of delivering services to meet quality standards and agreed outcomes and outputs		x	
10	Excellent communication skills with the ability to communicate effectively <ul style="list-style-type: none"> <li>• with service users and statutory, voluntary and other stakeholders</li> <li>• verbally and in writing</li> <li>• advocating for service users,</li> <li>• raising awareness of male violence issues and representing <b>nia</b></li> </ul>	x	x	x
11	A broad base of administration skills including ability to maintain records and use IT, data base management and paper-based systems proficiently	x	x	x
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	x	x	
13	High level of self-motivation and ability to think creatively with a ‘can-do’ attitude that can inspire others		x	
14	Evidence of continuing professional development and relevant professional qualifications/training	x		
15	Ability to work occasional evenings and weekends to meet the needs of the service	x		