**Job Title: Lead Independent Sexual Violence Advisor (ISVA)**

**Salary:** £33,000 - £35,000 pro rata

**Reporting to: Services Manager**

**Hours:** Full-time

**Location:** To be confirmed as SurvivorsUK is currently seeking new premises in Zones 1 or 2

**Our ethos at SurvivorsUK**

We support male and nonbinary survivors

We build communities

We challenge the silence and myths around sexual violence

**Purpose**

Lead a small team providing proactive empathetic, practical advocacy support for survivors of rape and sexual assault or child sexual abuse engaging (or considering engaging) with the criminal justice system. Needs may include those relating to substance use,homelessness, immigration, disability, mental health, sexual and/or gender identity.

Experience of line-management is beneficial for this role but it would also be suitable for an experienced ISVA with strong leadership skills looking to take on greater responsibility alongside a small caseload.

**Responsibilities**

**Support and Advocacy**

1. Provide non-therapeutic but empowering and empathetic support, information and advocacy that enables survivors to access their rights and make informed choices;
2. Undertake and regularly review risk and needs assessment to ensure a survivor’s safety and wellbeing;
3. Develop a support plan, in conjunction with the survivor, to address their individual needs;
4. Support survivors to access services that they require including forensic medical examination, therapeutic support, sexual health, housing, legal, mental health and other services;
5. Attend strategic/advisory groups on behalf of the organisation when required.
6. Ensure that the safety of survivors and children is paramount by working within local safeguarding policies, procedures and protocols at all times.

**Support through the Criminal Justice System**

1. Provide impartial and accurate information on reporting to the police and/or civil justice remedies;
2. Support survivors through the criminal justice process from report to court and post-trial as necessary, acting as the Single Point of Contact (SPOC) when requested whilst maintaining confidentiality;
3. Advocate and inform survivors of their rights and entitlements in the criminal justice system as outlined in the Victims Code and the Witness Charter, including their rights to have decisions reviewed, make complaints or provide feedback to CJS agencies;
4. Provide information and support in relation to Criminal Injuries Compensation and refer to specialist agencies as required;
5. Operate within legal and professional boundaries at all times, and ensure a thorough understanding of the legal limitations of ISVA support.

**Case Management and Monitoring**

1. Maintain accurate and confidential records of all work undertaken in keeping with the standards of the role and organisational policies and procedures;
2. Attend and make effective use of line management and clinical supervision;
3. Complete monitoring and evaluation information for all clients in line with funding expectations and organisational policies and procedures;
4. Inform the survivor about how they can complain or feedback about the ISVA service in line with organisational policy;
5. Ensure that the survivor understands the limits of the service and signpost/refer to services for ongoing support if required;

**Management / leadership**

1. Take some responsibility, alongside the CEO/operations manager for overseeing the monitoring and evaluation frameworks necessary for the ISVA service and ensuring that the appropriate information is provided to funders on time.
2. Line manage a small team of ISVAs and ensure that the service develops in line with broader strategic goals.
3. Promote the SurvivorsUK ISVA service externally and represent the organisation when required.

**Partnership Working**

1. Develop and maintain good working relationships with key partners and outside agencies;
2. Deliver awareness raising and/or training to external agencies as required;
3. Engage with regional ISVA colleagues and specialist agencies to share learning and best practice.

**General Responsibilities**

1. To operate within the general and corporate responsibilities of SurvivorsUK;
2. To fully engage with professional development activities and expectations as required by SurvivorsUK
3. To carry out other duties appropriate to the post as required by SurvivorsUK and line manager.

**Whilst every endeavour has been made to outline the duties and responsibilities of the post, these duties are not exhaustive**

**Person Specification**

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| **Qualifications &****Experience** | Experience of direct working with survivors of sexual violence. |
|  | Accredited ISVA training  |
|  | Experience of risk assessment & management and safety planning |
|  | Experience of multi-agency partnership working |
|  | Experience of managing a busy caseload, working under pressure and prioritising workload |
|  | Knowledge of safeguarding |
|  | Experience of managing small teams OR demonstrable transferable skills and experience in order to lead and manage a small team |
| **Knowledge** | A clear understanding of the impact of sexual violence on survivors and society |
|  | A clear understanding of the barriers men and nonbinary people from diverse communities face in disclosing sexual violence and accessing support |
|  | Working knowledge of policy, legislation and services relevant to survivors of sexual violence, including the criminal justice system. |
|  | Working knowledge of safeguarding legislation and practice. |
|  | An understanding and awareness of the impact of gender and sexual identity on the experience of surviving sexual violence |
| **Skills** | Ability to form good working relationships and maintain professional boundaries with survivors in crisis |
|  | Ability to communicate sensitively with survivors from a range of backgrounds who may be in distress  |
|  | Ability to communicate and maintain relationships with a wide range of voluntary and statutory agencies  |
|  | Excellent written and verbal communication skills |
|  | Ability to make decisions and communicate them effectively |
|  | Good organisational and ICT skills (including use of databases to record work)  |
|  | The ability to work with clients aged 13 plus |
| **Attitude** | A commitment to the values, ethos and mission of SurvivorsUK |
|  | A commitment to delivering meaningful interventions and fostering innovation in working practice |
|  | A flexible approach to your work, including limited evening and weekend work as required by the role |
|  | Ability and willingness to travel within pan-London boroughs and occasionally outside London if required |
|  | A commitment to developing your own learning and professional development |
|  | A desire to contribute to a growing and dynamic organisation |