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BRIEF INTERVENTION ISVA

Responsible to:	Advocacy Service Manager
Line management of:	N/a
Salary	£30,000
Type of Contract	Fixed term contract for 2 years
Hours of work	35 hrs
Location	Office (currently Croydon) 3 days per week
Hybrid/Remote/Office based	Hybrid
Closing Date	Monday 27 April We will review applications on a rolling basis

ABOUT US

As a registered charity Rape Crisis South London (RCSL) are a specialist provider for victims of sexual violence across twelve South London Boroughs. Our services and programmes are available in person at Croydon centre or through six additional satellite locations, as well as remote sessions across 12 South London Boroughs.

Our programmes comprise of: Counselling. Group therapy. Play therapy. Self Esteem Workshops. Training and Consultancy for professionals on the impacts of sexual violence. Prevention and education workshops with young people. Advocacy support & information for survivors going through the Criminal Justice System. Outreach for survivors for who face additional marginalisation. or additional barriers to accessing support, and ISVA Services.

In 2022, we became a partner for the delivery of the Rape Crisis England & Wales 24/7 Rape and Sexual Abuse Support Line, alongside Lincolnshire Rape Crisis & Sexual Abuse Services and ARCH Teesside. We are a member of Rape Crisis England & Wales.

Our services include responding to the needs of survivors and the disproportionate nature of sexual violence committed by men against women and girls. We believe sexual violence to be both a cause and a consequence of gender inequality and are committed to a feminist, empowering model of working.

JOB PURPOSE

This role will deliver a flexible, trauma-informed ISVA service that provides:

- Rapid, short-term crisis intervention (up to 3 months where appropriate)
- Bridging support for survivors on waiting lists
- Ongoing advocacy across all stages of the criminal justice system

The post holder will ensure survivors receive timely, equitable, and legally compliant support, reducing delays in access while maintaining high-quality advocacy and safeguarding standards.

KEY RESPONSIBILITIES

1. Advocacy & Survivor Support

- Provide emotional, practical, and advocacy support to survivors of sexual violence (recent and historic)
- Deliver crisis intervention, safety planning, and risk assessment
- Support survivors to understand their rights, choices, and entitlements
- Maintain a non-judgemental, survivor-led, trauma-informed approach
- Build coping strategies and facilitate access to specialist services

2. Criminal Justice Advocacy

- Support survivors through all stages of the criminal justice process, including: Reporting to police, investigation and evidence gathering, pre-trial preparation and court processes and post-trial outcomes
- Liaise with: Police (SOIT officers), CPS, Witness Care Units and court services
- Ensure compliance with the Victims' Code of Practice
- Provide clear, accessible information on: Special measures, giving evidence, Criminal Injuries Compensation, special measures.

3. Rapid Response & Waiting List Support

- Provide short notice cover and crisis support
- Maintain regular contact with survivors awaiting allocation
- Deliver structured drop-in sessions (online and in-person)
- Ensure no survivor is left without timely advice or interim support

4. Casework & Service Delivery

- Manage a dynamic caseload, including: Short-term intervention cases, temporary cover for other ISVAs, supporting intake teams on a rota basis as required
- Maintain accurate, confidential case records and data systems
- Contribute to service user feedback and continuous improvement
- Support intake and outreach functions where required

5. Partnership & Outreach

- Work collaboratively with multi-agency partners
- Represent the service at stakeholder meetings
- Engage in outreach to improve access for underserved communities
- Promote awareness of violence against women and girls (VAWG)

6. Safeguarding & Compliance

- Apply robust safeguarding practices for adults and young people (13+)
- Adhere to:
 - Data protection and confidentiality standards
 - Risk management and health & safety procedures
- Actively mitigate risk and escalate safeguarding concerns appropriately

7. General Responsibilities

- Promote and uphold the vision, values, and feminist ethos of RCSL internally and externally
- Contribute to a culture of equity, inclusion, continuous learning, and best practice
- Uphold the rights of survivors and ensure all work is survivor-centred, trauma-informed, and safeguarding-led
- Maintain accurate and timely records and contribute to reporting as required
- Take responsibility for continuous professional development, staying up to date with relevant research, legislation, and practice
- Participate in supervision, training, and service development activities
- Ensure compliance with data protection, health & safety, and equality legislation
- Undertake any other duties appropriate to the role

PERSON SPECIFICATION

Required Qualifications	<ul style="list-style-type: none"> • ISVA qualification
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Required Knowledge Skills and experience	<ul style="list-style-type: none"> • Experience supporting survivors of sexual violence / VAWG • Strong understanding of the criminal justice system • Experience in: <ul style="list-style-type: none"> ○ Risk assessment and safety planning ○ Managing complex caseloads • Ability to: <ul style="list-style-type: none"> ○ Work independently and collaboratively ○ Communicate effectively with survivors and professionals • Knowledge of safeguarding (adults & children) • Strong administrative and case recording skills
Desirable	<ul style="list-style-type: none"> • Experience working with diverse and marginalised communities • Knowledge of housing, welfare benefits, and related legislation
Other	<ul style="list-style-type: none"> • Commitment to a feminist, survivor-centred framework • Anti-discriminatory, anti-racist, and culturally competent practice • Empowerment-based and non-directive support model • Commitment to continuous learning, reflection, and self-care • Flexibility to work occasional evenings

APPLICATION PROCESS

Please provide a CV **and** cover letter (maximum 1000 words) which sets out your suitability for the role against the job description and person specification.

BENEFITS

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- Annual leave entitlement is 27 days a year plus 8 bank holidays (pro rata)
 - Additional benefit of 3 days (pro rata) gifted to staff between 27 to 31 December
 - NEST pension scheme; 3% employer contribution and 5% employee contribution
 - Benefits package including life assurance, healthcare plan, Employee Assistance Programme, and cycle to work scheme.

MONITORING & EVALUATION OF THE POST

There will be a **6-month** probation period for this role.

The performance of the post holder will be monitored through regular supervision by the Advocacy Service Manager. The post itself may be subject to regular reviews.

OUR COMMITMENT TO INCLUSION

We are proud to be an inclusive employer and welcome applications from women of all backgrounds, identities, and life experiences. We particularly encourage applications from women who are underrepresented in the violence against women and girls' sector. We know that diversity strengthens our organisation and helps us better reflect and serve the communities we support.

VARIATIONS

Rape Crisis South London reserves the right, following full and reasonable consultations with the member of staff concerned and with her trade union or other representatives, to vary, add to or alter any of the terms and conditions of employment attached to this post.

This job description will be reviewed with your line manager annually and may need to be revised according to the priorities of current workload.

This post is open to female applicants only as being female is deemed to be a genuine occupational requirement under Schedule 9, Paragraph 1 of the Equality Act 2010.