

Children and Young People's (CYP) Independent Sexual Violence Advisor (ISVA)



Location: Yellow Door, 30 Brookvale Road, Southampton

Contract: Fixed term until 31 March 2028 (extension subject to funding)

Hours: 37.5 hours per week (part-time considered minimum 22.5 hours)

Salary: £27,407.68 – £32,726.21 FTE

Reporting to: ISVA Service Manager

About Yellow Door

Yellow Door's vision is a world where adults, families, young people, and children can live free from domestic and sexual abuse and its devastating impacts. We are an innovative Hampshire-based charity with around one hundred staff and volunteers, supporting over 4,500 service users each year. We provide a diverse range of services to people of all ages and genders. We offer a rewarding working environment where empathy, resilience, and strong professional boundaries are essential when supporting individuals who have experienced trauma.

Our ISVA Service

The ISVA Service provides independent, trauma-informed advocacy to individuals who have experienced sexual violence, both within and outside the criminal justice system. ISVAs ensure access to specialist support and help service users understand reporting processes, special measures, and victims' rights. The service is person-centred, impartial, and equitable, ensuring individuals receive the right support at the right time.

Our Values

- **Collaboration:** Work together to offer the best possible service.
 - **Compassion:** Empower with honesty, humility, and kindness.
 - **Integrity:** Do the right thing even when it is not easy.
 - **Inclusion:** Strive to break down the barriers.
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About the Role

The CYP ISVA provides practical and emotional support to children and young people who have experienced sexual violence or abuse. The role focuses on delivering age-appropriate, trauma-informed support that reduces distress and supports informed decision-making.

You will work with children and young people who may not be ready for counselling, offering accessible support while guiding them through the criminal justice process and advocating on their behalf. The role also involves supporting parents and carers, ensuring the young person's voice is heard and their needs are met.

Key Responsibilities

Core ISVA Duties

- Provide clear and compassionate information on victims' rights, reporting options, health, and support services.
- Undertake risk and needs assessments and develop tailored, age-appropriate support plans.
- Deliver inclusive and service led advocacy through all stages of the criminal justice process.
- Maintain independence, confidentiality (within safeguarding requirements), and professional boundaries.
- Work collaboratively with statutory agencies to ensure service users' voices are heard.
- Actively promote inclusivity and equity, addressing barriers faced by marginalised or disadvantaged groups and using specialist resources such as interpreters where needed.

Criminal Justice Support

- Support service users throughout investigation, trial, and outcomes, including No Further Action (NFA) with compassion.
- Explain processes, roles, and rights in an age-appropriate and accessible way.
- Work collaboratively with police and CPS with professional integrity.
- Provide updates in line with the Victims' Code of Practice.
- Work within Achieving Best Evidence (ABE) guidelines.

General Responsibilities

- Maintain accurate case records and monitor risk.
 - Follow organisational policies, safeguarding requirements, and best practice.
 - Build and maintain effective relationships with key partners (police, CPS, courts, social care, education, health, and voluntary sector organisations).
 - Improve referral pathways and access to services.
 - Contribute to service development, outreach, and training.
 - Demonstrate the Yellow Door values when attending meetings, supervision, and case reviews.
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Person Specification

Experience & Knowledge

- ISVA accreditation or willingness to complete training.
- Experience of working compassionately and inclusively with vulnerable children and young people.
- Case holding and advocacy experience of casework and advocacy within a multi-agency, collaborative setting.
- Knowledge of the impact of sexual abuse and violence, including risks, challenges, and long-term effects.
- Understanding (or willingness to learn) criminal justice processes.
- Knowledge of safeguarding, risk assessment, and care planning.

Skills

- Effective communication, negotiation, and advocacy skills.
- Ability to manage crisis situations and work under pressure.
- Good organisational and administrative skills.
- Competent IT skills.
- Ability to prioritise workload and meet deadlines.
- Ability to assess and manage service user needs sensitively.

Personal Attributes

- Empathetic, approachable, and emotionally intelligent.
- Honest, supportive, and professional.
- Collaborative and flexible team member.
- Committed to learning and development.
- Able to maintain professional boundaries and respond to safeguarding needs.
- Willing to work occasional unsocial hours.
- Positive ambassador for the organisation.

Essential: Access to a car and a full, clean driving licence.

Additional Information

This role requires an enhanced DBS check and adherence to safer recruitment practices. It is an essential car user role. ISVA accreditation training will be fully funded by Yellow Door and is subject to a training agreement, including a repayment clause if leaving within a specified period. This job description reflects current duties and may change in line with organisational needs. It will be reviewed annually.