



WYRCP CHISVA Application Pack

Dear Applicant,

Thank you very much for your interest in our West Yorkshire Rape Crisis Partnership (WYRCP) Children's Independent Sexual Violence Advisor (CHISVA) position. We appreciate the time you are taking to consider joining our team. This recruitment pack is designed to give you a clear understanding of who we are, what this role entails, and the qualities we are looking for in the successful candidate. In this pack, you will find information on:

- The Partnership
- The Project
- Position Responsibilities
- Person Specification

If you decide to apply, please download and read in full the Application Pack, the Application Form, and the Equal Opportunities Monitoring Form. Your Personal Statement, submitted within the space provided on the Application Form, should clearly evidence how your knowledge, skills, and experience meet the criteria outlined in the Person Specification. Please ensure it is no more than two sides of A4, in font size 12.

Our selection process consists of an application and an interview. If you require any adjustments to participate, please let us know and we will do our best to accommodate your needs. The WYRCP is committed to equity, inclusivity, and actively encouraging applications from individuals who can contribute to the diversity of our ISVA/ChISVA Team.

Please note that, regrettably, we are unable to respond individually to all applicants who are not shortlisted. If you do not hear from us within two weeks of the closing date, please assume your application has not been successful on this occasion.

Completed Application Forms and Equal Opportunities Monitoring Form should be returned to anything@rasac.co.uk no later than **9am on Tuesday 27th October**, with interviews taking place the week commencing Monday November 2nd.

If you have any questions, please feel free to get in touch.

Warm regards,

Suzi Gardiner,

WYRCP ISVA Service Manager

Job Title	West Yorkshire Rape Crisis Partnership ChISVA
Salary	Starting Salary of £28,611
Location	This is a West Yorkshire–wide project, delivered through outreach offices in Bradford, Leeds, Halifax, Dewsbury and Huddersfield, with the central hub based in our Wakefield office.
Responsible to	Starting Salary of £28,611
Working hours	35 Weekly
Working Pattern	9am - 5pm, Monday - Friday

The Partnership: The West Yorkshire Rape Crisis Partnership ([WYRCP](#)) is a collaboration of three specialist Rape Crisis Centres working together to deliver high-quality, feminist, trauma-informed support for survivors across West Yorkshire. As long-established services within our local communities, we combine our shared expertise, values, and survivor-led practice to create a single, cohesive regional response to rape and sexual violence.

Kirklees, Calderdale and Wakefield Rape and Sexual Abuse Centre (RASAC) provide specialist therapeutic and advocacy services for people aged 5+ of any gender who have experienced rape, sexual abuse, or domestic abuse, living in Kirklees, Calderdale, and Wakefield.

Bradford Rape Crisis and Sexual Abuse Survivors Service (BRC & SASS) delivers specialist support for women and girl survivors in Bradford who have experienced any form of sexual violence, including sexualised domestic abuse, sexual harassment, and child sexual abuse.

Support After Rape and Sexual Violence Leeds (SARSVL) offers specialist support services for women, girls and nonbinary people in Leeds who've been through child sexual abuse, rape or any kind of sexual violence at any time in their lives.

As a partnership, we are all survivor-led, Rape Crisis National Service Standards accredited, and wholly dedicated to addressing and preventing sexual violence, challenging rape myths and rape culture, and supporting survivors throughout their healing and recovery.

The Project: The WYRCP works collaboratively on several regional projects designed to improve access to high-quality, empowering, support for survivors of rape and sexual violence across West Yorkshire.

This specific project will deliver a single, coordinated, specialist, survivor-centred ISVA/ChISVA Service for survivors of any age (0+) and gender living anywhere in West Yorkshire. Funded by the West Yorkshire Combined Authority (WYCA), this project enhances consistency, quality, and accessibility of Independent Sexual Violence Services across the region. It unites our collective expertise to ensure survivors can access clear pathways, specialist advocacy, and holistic support.

ChISVA Role: The role of an West Yorkshire Rape Crisis Partnership ChISVA is to provide independent, trauma-specialist advocacy, including practical and emotional support, to children and young people who have experienced rape or sexual violence, alongside their loved ones, ensuring their safety, explaining their options, coordinating access to specialist services, and supporting those who choose to engage with the Criminal Justice System, while liaising across agencies to uphold their rights and wellbeing.

Responsibilities:

- To provide independent, trauma-informed practical, emotional, and advocacy support to children and young people who have experienced sexual abuse or violence. Alongside their loved ones, work to keep them informed of case developments in line with the Victims' Code, guide them through the criminal justice process and provide emotional support, working in line with national ISVA standards and WYRCP values.
- Participate in the West Yorkshire ISVA duty triage rota based at the Wakefield hub and deliver informed-choice sessions for clients considering engagement with the Criminal Justice System (CJS).
- Maintain an active caseload and complete accurate, timely records using the Partnerships case management system.
- Empower the children and young people you support by helping them understand consent, nurturing relationships, trauma responses and coping strategies.
- Build and sustain strong professional relationships with key partners including police, CPS, courts, safeguarding teams, NHS services, housing, education, Witness Service, CAFCASS and other voluntary-sector organisations.
- Identify, report and support to dismantle barriers survivors experience when accessing external services, contributing to improved multi-agency responses.
- Manage safeguarding concerns in line with policy, including child protection procedures, Gillick competence assessments and MARAC referrals/attendance for high-risk domestic-abuse-related cases.
- Signpost or support survivors with Criminal Injuries Compensation Authority (CICA) applications and other like entitlements.
- Hold, or be willing to complete within 12 months, a nationally recognised ChISVA/CHISVA qualification.
- Follow organisational procedures to ensure client safety, confidentiality and high-quality practice.

General Responsibilities

- Maintain a strong understanding of rape and sexual violence and how this impacts individuals within a broader socio-political context.
- Seek out learning opportunities and take responsibility for delivering high-quality work.
- Approach challenges with solutions-focused thinking.
- Demonstrate flexibility, openness, professionalism and a commitment to teamwork.

It is essential to the development of the WYRCP's service delivery that the post holder can respond flexibly to changes in the requirements of this post. This job description is therefore a guide and not an exhaustive list of all responsibilities the post holder may have over time.

Person Specification

	Essential	Desirable
Education, Qualifications and Training	○ Good standard of general education.	○ CHISVA qualification ○ Relevant qualification in social care, community work, criminology or education
Experience	○ Experience working within a multi-disciplinary team, maintaining clear boundaries with clients and colleagues. ○ Aware of or experienced in working with issues related to rape and sexual or domestic abuse. ○ Experience of safeguarding children and vulnerable adults.	○ Experience of working with survivors involved in the Criminal Justice system. ○ Experience of supporting survivors who have experienced any form of rape, sexual or domestic abuse at any time in their lives.
Knowledge	○ An awareness of the issues and effects that survivors of rape and sexual/domestic abuse may experience, specifically with regards to the Criminal Justice System. ○ A non-judgemental attitude towards survivors of sexual abuse/domestic abuse. ○ Knowledge and understanding of the impact of different kinds of sexual and domestic abuse. ○ Knowledge and understanding of additional barriers that people from under-represented groups might face, including black and racially/ethnically minoritised groups and those living with disability. ○ Knowledge of child and adult safeguarding issues and legislation. ○ Understanding of the need to maintain personal records of clients in line with Data Protection regulations. ○ A clear understanding of confidentiality and professional boundaries.	○ Knowledge and understanding of additional barriers that survivors may face due to their gender identity (e.g. women and girls, men and boys, trans and non-binary people)

Abilities

- Work both independently and cooperatively within a team, prioritise and manage own workload.
- Good verbal and written communication, and interpersonal skills.
- Proficient in IT, including MS Office (Outlook, Word, Excel).
- Committed to the vision, mission, aims, and values of the WYRCP.
- Understand and apply a holistic philosophy in supporting survivors of rape and sexual abuse.
- Ability to work in an accessible and confidential manner.

Contact Us

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