

**Survivors' Network**

**Application Form**

**DO NOT SUBMIT CURRICULUM VITAE WITH THIS APPLICATION FORM**

**Please complete this application form by typing or writing in black text/ink and return it to the address below.**

**If you fill this form in electronically, position cursor on grey text fields to insert text.**

 

**Confidential Application**

**FAO Helen R**

**c/o Suzanne Triviere**

**6A Pavilion Buildings**

**Brighton**

**BN1 1EE or**

**Email:**[**info@survivorsnetwork.org.uk**](mailto:info@survivorsnetwork.org.uk)

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| --- | --- |
| **Closing Date** | **9am on 22nd September 2020** |
| **Interview Date** | **25th September 2020 via Zoom** |
| **Position Applied for** | **Senior ISVA** |
| **How did you hear of the opportunity?** |  |

**Personal Details**

|  |  |
| --- | --- |
| **Last Name** |  |
| **First Name (s)** |  |
| **Address for Correspondence** |  |
| **Post Code** |  |
| **Daytime telephone no.** |  |
| **Evening telephone no.** |  |
| **Email address:** |  |

**Present or most recent work (Paid, voluntary or caring)**

|  |  |
| --- | --- |
| **Employer’s name and address** |  |
| **From:** | **To:** |
| **Employer’s telephone no** |  |
| **Position held** |  |
| **Salary** |  |
| **Principal Duties** |  |

**Previous Employment**

**Please include voluntary work and any other relevant experience**

**Please use additional sheets where required**

|  |  |  |
| --- | --- | --- |
| **Employers name:** | **From:** | **To:** |
| **Job title:**  **Principal duties:** | | |
| **Employers name:** | **From:** | **To:** |
| **Job title:**  **Principal duties:** | | |
| **Employers name:** | **From:** | **To:** |
| **Job title:**  **Principal duties:** | | |
| **Employers name:** | **From:** | **To:** |
| **Job title:**  **Principal duties:** | | |

**Education and Qualifications**

**Please give brief details of courses attended and examination results. Please indicate any language skills**

|  |  |  |
| --- | --- | --- |
| **School/College/University/Further Education** | | |
| **From:** | **To:** | **Examination results (subjects, levels/grade attained)** |
| **Professional Qualifications / Membership of Professional Bodies** | | |
| **From:** | **To:** | **Examination results (subjects, level/grade attained)**  **or membership details** |
| **Other relevant training courses attended** | | |
| **From:** | **To:** | **Qualification achieved (if any)** |

**This section of the form tells us about your skills, knowledge, experience and attributes.  Please read the Job description and Person Specification. Describe how these relate to the criteria by giving clear examples. For example it is not enough to tell us that you are a good communicator, give us an example of a situation in which you had to deploy your communication skills and what the outcome was.**

**We have set out the criteria provided in the job pack below to detail how you meet the essential criteria. This makes it easier for our short listing panel. Please ensure that you give as much detail as you can under each of these headings. Do not rely on information listed in the previous sections.**

**Knowledge, skills and experience are not just gained through full time work. They can also be gained through voluntary work, part-time work, college or school based projects, job clubs, home life or hobbies etc.**

**Use extra sheets if you need to and make sure they are clearly marked with your name and the position you are applying for.**

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| **Essential criteria** |
| Significant experience of working with vulnerable or traumatised individuals    Knowledge of the issues relating to sexual violence including the barriers survivors face in accessing services and how to address these    Experience of supervising staff or volunteers (including providing case management) in a role working with vulnerable people    Significant experience of working with safeguarding issues    Knowledge of the criminal justice system (particularly police and court procedures) and other options available to survivors of sexual violence    Experience of working in multi-agency settings including statutory and voluntary services, with an ongoing commitment to partnership working    Experience of maintaining confidential case files, founded in a working understanding of data protection and confidential working practices    Considerable experience in software packages eg Office    Experience of using an online case management system    Awareness of the impact of trauma and a commitment to providing a trauma-informed service      Committed to personal development and having the ability to critically assess own performance and engage in reflective practice    Excellent written and oral communication skills    Self motivated and focused on delivering high quality services with an ability to function effectively in high-pressure situations    Commitment to self care and maintaining appropriate professional boundaries    Ability to think creatively and show initiative    Commitment to the vision, mission and values of Survivors' Network    Commitment to anti-discriminatory practice, equal opportunities and an intersectional understanding of feminism. |
| **Desirable Criteria** |
| ISVA or relevant professional qualification    Experience of supporting staff through a period of change and an awareness of change management |

**References**

**Please give names and addresses of two referees. Where relevant, one of these should be either your present or most recent employer, college or school supervisor. (Friends and relatives may not be used as references)**

|  |  |
| --- | --- |
| **Name:** | **Name:** |
| **Organisation:** | **Organisation:** |
| **Address:** | **Address:** |
| **Position:** | **Position:** |
| **Telephone No.:** | **Telephone No.:** |
| **Email:** | **Email:** |