



NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES

Job Description

Issue Date:	June 2026
Job Title:	Independent Sexual Violence Advisor (ISVA)
Responsible to:	ISVA Manager & Senior ISVA
Accountable to:	CEO and Operations Manager & Contracts Lead

Working Relationships:

CEO, Senior Management Team, Support Workers, Counsellors, Volunteer Counsellors, Volunteer Support Workers, ISVAs and Admin staff

ISVA Support Worker Role Description

Main Purpose of the ISVA Support Worker Role:

- The role is to offer practical support to anyone aged 18 and over who has experienced sexual violence/abuse.
- To work within a multi-agency setting to assist survivors/victims to access appropriate support such as housing, benefits, health services etc.
- To support those who wish to report to Police, through the criminal justice process, including liaising with the Police and any other criminal justice agency.

For all clients:

- To conduct risk and needs assessments, care and safety plans and action taken, record all support provided and where known the outcomes of that support, and record all onward referrals to agencies or organisations.
- To provide face to face, online and telephone support (non therapeutic) to survivors/victims and their supporters where appropriate.
- To help survivors/victims develop their own support network.
- To have knowledge of safeguarding legislation and best practice.
- To consider child protection issues (every child matters) when engaging with survivors/victims especially those involved in a domestic setting, and follow child protection policies.