

October 2023



**Re. Counsellor job vacancy**

Dear job applicant,

Thank you for your interest in joining Support After Rape and Sexual Violence Leeds (SARSVL) as a part-time Counsellor.

Please find enclosed a full application pack for this post, including:

1. Background Information for Applicants
2. Job Description
3. Person Specification
4. Application Form
5. Equality & Diversity monitoring form

For more information about SARSVL, you can visit [supportafterrapeleeds.org.uk](http://supportafterrapeleeds.org.uk).

If you have any questions about the role or application process, you can contact us at [info@sarsvl.org.uk](mailto:info@sarsvl.org.uk). We're happy to help with your queries but please be aware that we might not be able to reply to you immediately.

If you decide to apply, please return your completed application to [info@sarsvl.org.uk](mailto:info@sarsvl.org.uk) before:

**9am on Monday 27 November 2023**

Unfortunately, we cannot consider applications received any later than this.

It is an occupational requirement under the Equality Act 2010 (Schedule 9, part 1) for this post to be filled by a woman.

It's really important to us that our SARSVL teams include women from across the diverse Leeds communities we serve. We particularly welcome applications for this role from Black and racially minoritised women, Disabled women, LGBTQI+ women, and others whose intersecting experiences reflect those of the sexual violence and abuse survivors we work with.

After we've assessed all the applications we receive, we'll try to contact everyone directly, but if you haven't heard from us by Thursday 7 December, please assume you haven't been shortlisted this time.

If your application is shortlisted, we'll invite you to an interview. **Interviews will take place on Tuesday 12 December 2023** in Leeds city centre and/or online. Please pencil these dates into your diary now as it might not be possible to offer an alternative date.

We hope you enjoy reading this pack and completing your application if you choose to. We look forward to hearing from you again.

Yours sincerely,



Katie Russell  
CEO

