

August 2021



Dear Applicant,

Thank you for your interest in the role of Chief Executive Officer at Suffolk Rape Crisis (SRC). We hope the information enclosed in this pack interests and excites you for this important role in our organisation.

Suffolk Rape Crisis is a specialist feminist organisation run for women by women. Our mission is to work as part of a worldwide movement to ensure that women and girls experiencing any form of sexual violence in our community are able to access needs-led, specialist support. At the same time, we are committed to challenging the underlying attitudes that allow sexual violence to continue.

Please find enclosed a full application pack for the post about which you've enquired, including:

1. Job Description
2. Person Specification
3. Application Form
4. Equality & Diversity monitoring form

For further information about SRC, you can visit <https://srchelp.org.uk/>.

The role is based primarily in our main Ipswich office, with occasional travel required to our other offices in Bury St Edmunds and Lowestoft. The role is full time (35 hours a week). Home working and requests to work flexibly will be considered. This is a permanent position.

Please return your completed application by e-mail to a.wilson@srchelp.org.uk before the deadline of 5pm on the 1st October 2021. Please be aware that applications received after the deadline unfortunately cannot be considered.

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

If your application is short-listed, we will be in touch to invite you to interview in the week beginning 4th October 2021. The first stage of interviews will take place virtually on the week beginning 11th October 2021. If you will have any difficulty attending interviews in this week, please make that clear when making your application.

Interviews will take place in two stages. The first stage is likely to be a competency-based interview and a presentation to Trustees and members of staff. The second stage is likely to involve interviews with members of staff and survivors. It is an important part of the interview process that the prospective CEO demonstrates both their strategic insight and ability to communicate with a wide variety of individuals.

Although it is not our intention to do so, we reserve the right to amend this recruitment process, including closing recruitment early, dependant on the applications received.

If you have any questions, need adjustments to the process for accessibility, or want to discuss the role further, please contact me directly at charlotte@srchelp.org.uk.

Yours sincerely,

Charlotte Hughes
Chair of Trustees
On behalf of Suffolk Rape Crisis