



Flat 0/1, 24 Willowbank Street, Glasgow, G3 6LZ

Tel: 0141 353 0859

Email: [womensaid@hematgryffe.org.uk](mailto:womensaid@hematgryffe.org.uk) Web: [www.hematgryffe.org.uk](http://www.hematgryffe.org.uk)

November 2023

Dear Applicant

**Women's Domestic Abuse Community Worker**

Thank you for your interest in this post. This is a new and exciting project developing Hemat Gryffe Women's Aid services women across Glasgow.

Application Pack enclosed for the post of **Women's Domestic Abuse Community Worker** which contains,

1. Application Form
2. Job Description
3. Self-Declaration Form
4. Equal Opportunities Monitoring Form
5. HGWA Equality and Diversity Policy
6. HGWA Annual Report
7. HGWA Child Protection and Adult Support & Protection Statement.

**Please note: Women only need apply (under Schedule 9 (Part 1) of the Equality Act 2010).**

Applications should be returned by email to [recruitment@hematgryffe.org.uk](mailto:recruitment@hematgryffe.org.uk) (preferred) or posted to Private & Confidential FAO Recruitment, Flat 0/1, 24 Willowbank Street, Glasgow, G3 6LZ.

Applications must be received by **Friday 1 DECEMBER 2023 AT 5PM**. No late applications will be accepted, and we do **not** accept CVs.

Please return the Equal Opportunities Monitoring Form in a separate email marked private and confidential. It will be saved anonymously and kept separately from your application form and will not be seen by any member of the selection panel.

You are welcome to return the Self Declaration Form to us by email. However, there is also the option to return it to us in a sealed envelope which would only be opened if you are offered and accept the role.

This post is subject Adult PVG Scheme check. You will also be required to provide proof of your qualifications and right to work in the UK if you are offered a position.

Due to funding constraints, we will only contact shortlisted applicants, therefore if you do not hear from us, please assume you have not been successful.

The shortlisting and selection process is an anonymous review of each candidate's application form carried out by the interview panel. The contents of each application form are scored against the

post's Essential Requirements and Desirable Requirements which are stated in the Job description, Person Specification.

Any discrepancies observed in the application form will be noted for further exploration at the interview. Additionally, requirements stated in the Job Description, such as specific qualifications, required registrations and length of experience will be scored.

Thank you for your interest in working with Hemat Gryffe Women's Aid. We look forward to receiving your completed application.

Yours faithfully  
Hemat Gryffe Womens Aid