



CAREER OPPORTUNITIES

at Ashiana





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Welcome to Ashiana

Thank you for your interest in a possible career with Ashiana.

Ashiana is very proud of the positive development and impact achieved over our 40 plus years for women and children whose lives have been affected by violence and abuse.

We know we are doing unique, excellent work however, we know much more needs to be done. Millions of people are living in abusive situations every day, hidden away and in silence. We aim to shine a light on these hidden and harmful practices and support those that have been affected by them.

Our five-year strategic plan has challenged us to focus our work if we want to maximise our impact. We will also need to fulfil a huge agenda to really improve services and support for BAMER women and children affected by violence and abuse. To achieve this we need a team of excellent staff who are committed to our values and are the best in their field.

Daljit Kaur, Chair



Over the past 18 months since Covid hit, the world has changed for a lot of people. Organisations and businesses are having to find new ways to work and to adapt to a constantly changing environment. We are incredibly proud that throughout the uncertainty, Ashiana has remained a constant presence in the community and has been here to support the most vulnerable and to help them get back in control of their future. We have not only survived, we have thrived and are now supporting more people than ever. We are looking for caring and driven team players, keen to make a difference to people's lives, to join us.

In return you can expect a competitive salary, generous leave allowance, staff pension and flexible working. We are committed to equality and diversity and to providing the best possible working environment for our staff and volunteers.

If this sounds like somewhere you would like to work, please look at our vacancies below and get in touch. We look forward to hearing from you.

Charlotte Hudson, Operations and Development Manager



About Ashiana

Established in Sheffield as a small refuge for women from South Asian Communities over 40 years ago, Ashiana has now become one of the leading specialist services supporting women from all Black, Asian, Minority Ethnic and Refugee (BAMER) communities, supporting and empowering them to escape violence and abuse.

The aim of our work is to increase life opportunities to enable those that are vulnerable to move away from the risk of violence and into safe, stable and happier futures and we achieve this in a variety of ways including support services, accommodation, individual grants and donations, volunteering, education, training and employment, support services, awareness raising and campaigning.

Our growing staff team of over 70 have a vast collection of knowledge and experience and specialise in those areas of abuse which are most prevalent within BAMER communities such as domestic and sexual abuse, forced marriage, female genital mutilation, human trafficking, gang violence and 'honour'-based violence. This team is supported by a dedicated board of trustees with a wealth of experience and commitment to making a change for some of the most vulnerable people in the world.

▶ **WE EMPOWER**

Survivors are at the heart of everything we do. From our refuges to our groups and classes, we transform the lives of those affected by violence and abuse.

▶ **WE SUPPORT**

No one should suffer alone. Ashiana provides support hundreds of people a year, supporting them to access their rights and entitlements and move on into safer, happier futures.

▶ **WE CAMPAIGN**

We break the silence surrounding violence and abuse issues by speaking out to change attitudes and policies. Driven by the experiences of survivors, we campaign to ensure those suffering or at risk of, get fast, effective support.

▶ **WE HELP PROFESSIONALS**

Many professionals tell us they don't have the knowledge and training to spot problems or help if needed, particularly in relation to cultural differences. We help schools, further education providers and multi sector professionals make a real difference.



▶ **WHERE WE WORK:**

Ashiana head office is based close to Sheffield City Centre, although as an organisation, we are active all over the UK, with hubs in many northern cities.

▶ **WHEN WE WORK:**

Standard Office hours are 9.00am – 5.00pm.

Some of our employees work non-standard hours - we have a number of part-time staff, and some of our team work on a sessional basis. Ashiana recognises the importance of helping its employees balance their work and home life and so we have a Flexitime system in place as well as 30 days annual leave per annum (based on full time hours).

▶ **EQUALITIES AND INCLUSION:**

Ashiana is fully committed to eliminating discrimination and promoting equality and diversity in our workforce and employment practices, in the work we undertake, and in the provision of all our services.

We therefore expect all of Ashiana staff to be willing and able to make a positive contribution to the promotion and implementation of Ashiana Equality and Diversity policy.

▶ **SAFEGUARDING:**

Ashiana is committed to safeguarding and promoting the welfare of vulnerable adults, children and young people and we therefore expect all staff and volunteers to do the same. We ask all staff to undertake safeguarding training when they join us and then regularly as required throughout the duration of employment.





OUR VISION

A world where everyone can live free
from fear and harm



OUR MISSION

To support and empower those from Black,
Asian, Minority Ethnic and Refugee (BAMER)
communities whose lives have been affected by
violence and abuse to take control of their
lives and move forward into healthy, stable
and safer futures.



OUR VALUES

Respect Trust &
Honesty
Empower



ABOUT THIS EXCITING OPPORTUNITY

Are you an inspiring, driven and compassionate individual, keen to make a difference?

If so, Ashiana are recruiting for some exciting new roles to support and develop our services for those whose lives have been affected by violence, abuse and exploitation.

WHAT WE ASK FROM YOU

- Complete commitment to the values of the organisation in supporting vulnerable adults and children and assisting them in rebuilding their lives;
- You will work in a fast-paced environment where each day presents a new challenge and no two weeks are the same;
- You will be an excellent communicator with the flexibility and skills to connect with people from a range of backgrounds;
- You will work as part of a close-knit team who will rely on you as much as you rely on them to deliver services within tight deadlines;
- Close attention-to-detail and first-rate organisational skills are essential to ensure compliance with our contractual obligations;
- Excellent IT skills and experience of working with management information systems and/or processes would be an advantage;
- Core hours are 9am-5pm, however some out of hours work may be required depending on the role;
- The ability to speak community languages is an advantage but not essential;
- Previous experience of networking and partnership working would be beneficial

Please see our website for additional details applicable to the role applied for.

The ideal candidate will identify as or have experience of working with Black, Asian, Minority Ethnic and Refugee (BAMER) women and have a good understanding of challenges facing BAMER women and children who have faced violence and abuse, and how to support them.

The posts are restricted to female applicants pursuant to Section 9s of the Equality Act 2010.



WHAT YOU GET

- **Competitive salary**
- **Generous 30 days annual leave plus bank holidays**
- **Flexitime**
- **Workplace pension contributions**
- **Regular training and professional development**
- **Some optional remote/home working**
- **Two company away days per year**

COVID 19 – We understand that life is difficult right now and so all of our employees are predominantly working from home. We are proud that we have not had to furlough any employees during these difficult times and we will provide all the necessary equipment to enable you to continue to work safely and effectively.

Ashiana is committed to ensuring our workforce is reflective of our service user population and is therefore committed to increasing representation of staff of Black, Asian and Minority Ethnic backgrounds across all roles and at all levels.



CURRENT VACANCIES

Ashiana is expanding our teams across South Yorkshire, East Midlands and West Yorkshire and have the following vacancies available:

Job Title	Geographical Area / Team	Main Office Base	Contracted Hours	Closing Date (12 noon)
Outreach Worker	East Midlands Team	Derby	37 hours	24 September
Outreach Worker	West Yorkshire Team	Bradford	37 hours	24 September
Refuge Worker	West Yorkshire/Human Trafficking	Bradford	37 hours	24 September
Project Worker	South Yorkshire/Advocacy	Sheffield	37 hours	24 September

HOW TO APPLY

Please visit [Ashiana Sheffield | Getting Involved Ashiana Sheffield](#) for further information on each role and an application pack.

Send applications to: applications@ashianasheffield.org

For an informal chat please call:

Charlotte Hudson, Operations and Development Manager on 0114 255 5740

CLOSING DATE AS PER TABLE ABOVE

Successful applicants will be required to have a satisfactory enhanced disclosure through the DBS scheme.

