



Domestic Violence Counsellor Ascent – VAWG Services

SUMMARY OF TERMS AND CONDITIONS OF EMPLOYMENT

Post:	Ascent Domestic Violence Counsellor - Violence Against Women & Girls (VAWG) Services
Place of work:	London Boroughs of Brent and Harrow
Hours of work:	3 days, negotiable which days
Salary range:	Scale point 25 - £23,507 per annum, for full-time equivalent (Incl. of Outer London Weighting)
Annual Leave:	25 days per annum (pro rata for part time staff) with the leave year beginning at the start date of employment at EACH. The organisation normally close down for 2 -5 days during the Christmas period, such days will be deducted from your annual leave entitlements
Contract:	Permanent, subject to performance and continuous funding
Probation:	There will be a probationary period of 6 months during which period two weeks notice will be required by either party
Pension:	On completion of 3 months of service you will be automatically enrolled to EACH's pension scheme, subject to meeting minimum salary and age requirements. You will be required to contribute a minimum of 3%, and contributions will be matched by EACH up to a maximum of 6%. You may choose to opt-out of the scheme.
Staff Development:	EACH actively supports and promotes professional development in line with service requirements
Smoking:	EACH's premises are designated as no-smoking areas

A formal offer of appointment will be subject to the following:

- 1 Two satisfactory references
- 2 Evidence of right to work in the UK
- 3 Satisfactory Enhanced DBS