

# STANDING together

against domestic violence

July 2017

Dear Applicant

Thank you for your interest in the post of Domestic Homicide Review (DHR) Administrator. The closing date for completed application forms is 9:00am Thursday, 20<sup>th</sup> July 2017. Please use the application form provided. Short listing will be on the basis of the selection criteria supplied, please address each criterion specifically and clearly.

**Please return the completed application form and diversity monitoring form by post** to the Standing Together Office (address below). Please enclose a stamped address envelope for a reply. Please note we do not accept Curriculum Vitae's (CVs).

**We will also accept forms submitted by email** to [admin@standingtogether.org.uk](mailto:admin@standingtogether.org.uk). When we receive your application via email, a confirmation of receipt will be sent. Please ensure that you receive a confirmation email as we are unable to accept applications submitted after the deadline of 9:00am Thursday, 20<sup>th</sup> July 2017.

If you are shortlisted for interview, we will contact you by telephone or email and notify you of the interview date. Interviews will be held at Standing Together offices in West London.

Appointment will be subject to receipt of two satisfactory references. We may apply for references **before** the interview. If this is not possible, please indicate this on your application form. If you would like to have an informal conversation about the post, please phone me at Standing Together on 020 8748 5717.

Please find attached/enclosed the following:

1. Job Description
2. Selection Criteria
3. Application Form
4. Equality Statement
5. Diversity Monitoring Form
6. Information about Standing Together
7. Copy of the Job Advertisement

We look forward to receiving your application.

Yours faithfully



Nicole Jacobs  
Chief Executive

Phone: 020 8748 5717

Email: [admin@standingtogether.org.uk](mailto:admin@standingtogether.org.uk)  
[www.standingtogether.org.uk](http://www.standingtogether.org.uk)

Fax: 020 8748 5921

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Charity Number: 1088844 Company Number: 4283131 Registered Office as above

