



Working together  
to stop child sexual  
abuse online

All children deserve  
protection from  
online sexual abuse

**RECRUITMENT PACK**

CAID Image Classification Assessor (CICA)

# Working to stop child sexual abuse online

**Protecting children is at the heart of everything we do. For over 28 years, since the early days of the internet, our job has been to help child victims of sexual abuse by hunting down and removing any online record of the abuse.**

It's a tough job. Our image analysts are amongst the best in the world. The children in the pictures are real. Their abuse and suffering is very real. Our experts never forget that.

The criminals who sexually abuse children, then record their suffering and share the horror online are ruthless. Sometimes they create images with audiences in mind. Victims range from babies to young teens. Abusers are often experienced at online grooming, skilled at manipulating young minds. Sometimes victims don't even realise they are being abused until it's too late.

Sadly, the internet makes it easier to share these images. We use advanced technology and human expertise to help young victims. If we can remove the record of suffering online and stop those images circulating, then we can stop the abuse being perpetuated. This makes the internet a safer place for all children and adults.

## How we do this

- **Our team of human analysts.** Tech companies and law enforcement worldwide trust the assessments, experience and knowledge of our extraordinary team of people.
- **Tech-for-good.** Our in-house tech team build cutting-edge tools designed to make it easier to identify and remove online images and videos of child sexual abuse. In short, tech to protect kids.
- **Working together.** With international partners in government, law enforcement, reporting hotlines, charities and the tech community we work to stop illegal images of children being circulated again and again. We share vital information that could lead to the rescue of a child from terrible abuse.
- **IWF Hotline.** This gives people a safe and anonymous place to report suspected online images and videos. When we started in 1996, 18 per cent of child sexual abuse imagery online was hosted in the UK. **Today, thanks to our Hotline, it's less than one per cent. We're proud of that.**

---

**The children in the pictures are real. Their abuse and suffering is very real. Our experts never forget that.**

# Our Chair & Deputy CEO



“

***The IWF sits at the forefront of fighting for victims of child sexual abuse. We're seen as global leaders, standard-setters, and team players. Our strong relationships with companies around the world have enabled us to carve a much-needed place to both protect children and provide the means by which industry partners can ensure that their websites, platforms, games, and online spaces are safer for us all.***



“

***Tracking down and identifying truly harmful child sexual abuse imagery is at the very core of what we do at the IWF.***

*We develop cutting-edge technologies, and work with some of the biggest tech companies on the planet - but without the skills, knowledge, and determination of our amazing staff, there is no way this delicate work could be done.*

*Since 1996, the IWF's unmatched work and determination has led to the removal of millions of criminal images and videos from the open internet. Our datasets and services are used to protect more than 4bn online users and accounts globally.*

*We're trusted as an extremely safe pair of hands by governments, tech companies, law enforcement and other child protection non-profits.*

*This is possible because of the commitment and fortitude of the incredible IWF team. Every department from our front-line analysts to our HR team, plays a critical role in helping us achieve our mission of a global internet free from child sexual abuse material.*

**Catherine Brown, Chair**

”

*Working at the IWF is not for everyone, but for our staff, knowing they have contributed to the removal of thousands of images and videos of child sexual abuse from the internet, helping prevent the future revictimisation of victims, and even helping rescue children from abusive, dangerous situations, makes this the most satisfying place to work in the world.*

*I'm always proud to say I lead the team at the IWF. Every person, regardless of which department they are in, works with a sense of tireless determination and passion which I can truly say is unique to our organisation.*

**Derek Ray-Hil, Interim CEO**

”



# Our vision

We're creating an internet free from child sexual abuse that is a safe place for children and adults to use around the world.

## Our mission

We detect, disrupt, remove, and prevent online child sexual abuse material using our expertise and resources as effectively as possible.

The Internet Watch Foundation (IWF) is a child protection organisation, utilising ground-breaking tech to make the internet a safer place for children and adults across the world.

We're a not-for-profit organisation, supported by internet, tech and social media industries, private companies and the generosity of ordinary people.

We work closely with police, governments and NGOs globally, who trust our work.

Child sexual abuse images and videos are just as much a weapon as a knife. We actively search for this imagery and for the past 28 years, we've given people a safe place to report it to us, anonymously, now covering 54 countries.

We assess every report we receive. If it shows the sexual abuse of a child, we make sure the image or video is removed from the internet. We provide bespoke services, products and datasets to our industry Members to prevent the imagery from re-appearing and make it harder for offenders to find and share.

**We care.**

Our work relies on compassionate and resilient staff members, across diverse teams, including Analysts and Assessors in our Hotline, Finance, Admin, Communications and Technology, who are all highly trained and carefully looked after.

The children in these pictures and videos are real. The suffering captured in this imagery and the knowledge that it could be shared can haunt a victim for life.

**That's why it's our mission to remove this material for good. And to show every child there is someone out there who cares enough to help.**



# Our values

It's a huge responsibility to have the job of searching for, stopping, removing and preventing child sexual abuse imagery online.

We don't take this lightly. Our values act as our backbone, our core strength, a guide and a reminder of the importance of our work. They are embedded in everything we do.

## Being open and honest

- We treat every child victim of sexual abuse with the utmost and total respect;
- We always act with integrity and professionalism;
- We make sure our communications and actions are appropriate, true, transparent and accountable.

## Being excellent

- Every day we strive to be the best in the world at what we do;
- We set the global standard of best practice;
- We build Tech for Good tools to help defend child victims of sexual abuse. We make the internet a safer place, by:
- Protecting child survivors of sexual abuse from being victimised again and again. By stopping offenders sharing pictures and videos of the abuse online, we're making it more difficult for these criminals to perpetuate the abuse;

- Preventing internet users from accidentally stumbling on child sexual abuse images and videos;
- We make it harder for criminals to find child sexual abuse imagery online, by disrupting the illegal sharing.

## Being team players

- Working together is vital. We always acknowledge the importance of partnerships;
- We recognise, reward and celebrate our success and achievements. If we win, so do children.
- Creating a caring and safe internal environment

- We respect, value and encourage individual contributions to our work and mission as well as those of our wider teams;
- A supportive environment is vital for people who work to protect children. We promote best-practice welfare for our staff who are committed to stopping the spread of child sexual abuse imagery;
- We encourage constant learning and personal development. It helps people thrive. It's good for us all.

# Building an inclusive culture

We are building an inclusive culture to make the IWF a place where our people feel valued, have a voice and can be their authentic selves.

We value difference and diversity, not only because we believe it is the right thing to do, but because it will help us to be more innovative and make better decisions.

We always aim to recruit people who are most suited to the job and encourage applications from people of all backgrounds – people of all ages, sexual orientations, gender identities, nationalities, religions and beliefs.

We fully support candidates with a disability or long-term condition who require adjustments during the recruitment process and throughout any subsequent appointment.

## Anti-racism statement

IWF stands in unity with all who experience racism and discrimination. As a team, we are committed to better understanding

the systemic racism and inequality that is experienced in the everyday lives of Black and minority ethnic people.

We affirm explicitly our commitment to being an anti-racism organisation. We acknowledge that racism causes significant harm and can be both conscious and unintentional. As an anti-racism organisation, we challenge ourselves to understand and correct any inequities we may discover and gain a better understanding of ourselves during this purposeful process.

Addressing racism requires courage, respect and compassion and may not always be or seek to be comfortable.

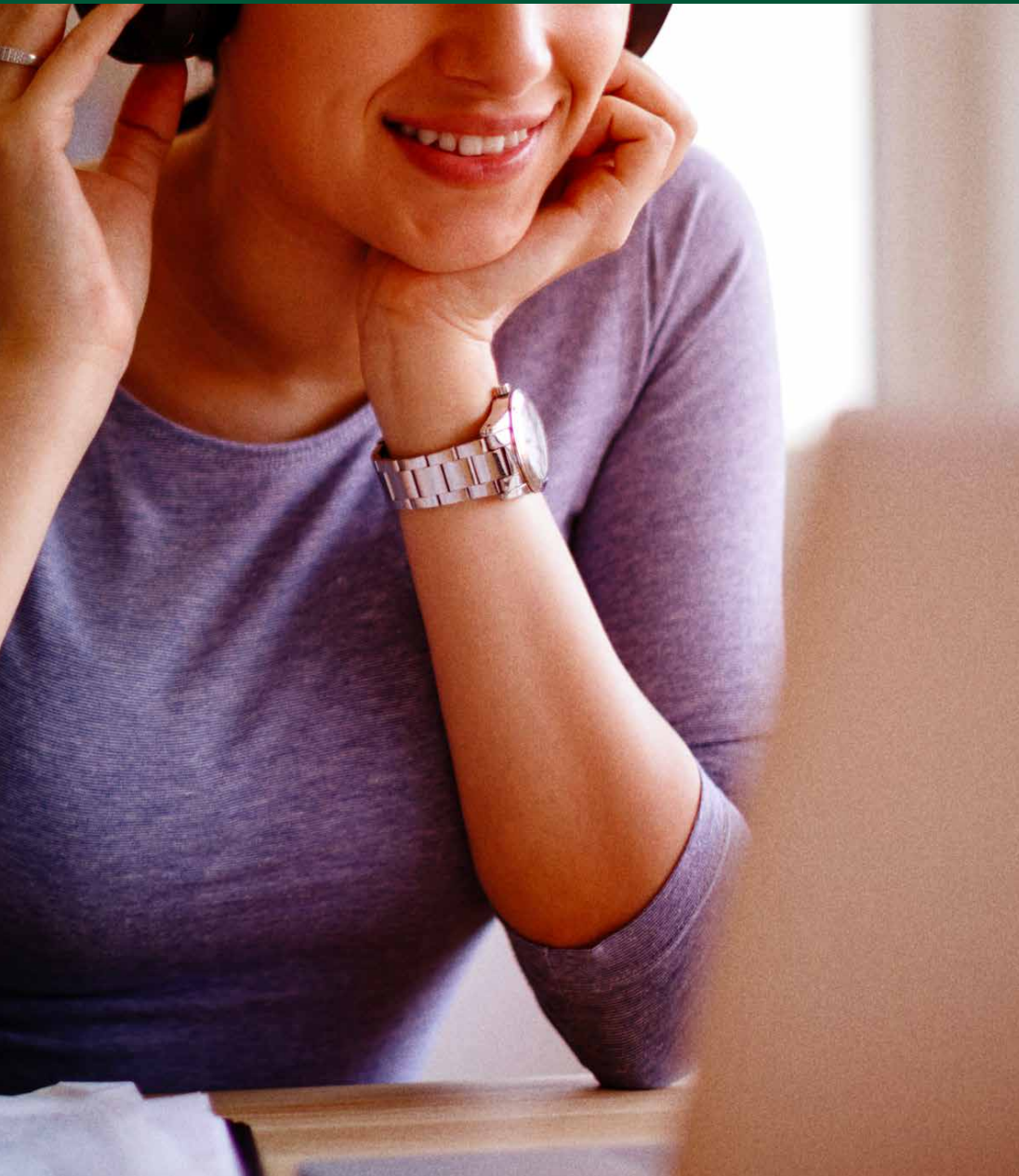
We have a zero-tolerance approach to racism and condemn all racist and discriminatory

behaviour. We are committed to challenging and preventing structural racism within every aspect of our work.

We commit to:

- Affirm our identity, explicitly and publicly, as an anti-racism organisation;
- Employ individual and organisational exploration and examination of bias, advantage, and oppression to continually learn about and dismantle racism and all its impacts;
- Reflect our anti-racism in the culture of our organisation through our policies, procedures, and practices;
- Particularly encourage applications from Black, Asian and Minority Ethnic candidates.





## Job description

### The Job

We are seeking an organised, motivated and professional individual to join our team of Image Classification Assessors working to assess child sexual abuse imagery from CAID (the Child Abuse Image Database), supporting the work of UK Law Enforcement, and from IWF Internet Content Analysts.

You'll be part of a taskforce within IWF's world-renowned hotline to grade images and videos showing the sexual abuse of children. The hashes of the images will provide the backbone to initiatives deployed by police and internet companies around the world.

This is a tough job and emotional resilience is a key requirement. Our assessment process will help us to gauge whether you have this and, if you do and are successful, you can expect a gold-standard welfare programme to support you with this task.

Although your role will involve using bespoke IWF software, you don't need to be techy – we'll teach you everything you need to know.

We're looking for someone with attention to detail, a good memory, who can make accurate judgements time after time and who are looking to gain an enormous sense of making a difference in the world. You could be any age, and from any background. What will unite you is your passion to do good, and your resilience to material showing the sexual abuse of children.

### Main purpose of the job

Using the UK Sentencing and Advisory Panel (SAP) guidance for the grading of Indecent Images of Children (IIOC), Assessors will undertake the systematic review and categorisation of potentially criminal images and videos sourced from the Police National Child Abuse Image Database (CAID) as well as images found by Internet Content Analysts.



# Job description (continued)

SAP graded images will be augmented with additional image and victim metadata using IWF assigned informational tags. Classified and tagged images and videos will be 'hashed' to produce digital signatures which will be used to support the police, the IWF and a range of external stakeholders in the fight against the production, dissemination and distribution of IloC.

This important work will enhance victim identification opportunities and assist with the location and removal of IloC. The tagging and hashing of images and videos will also provide informative statistical and investigative analysis opportunities.

## Main responsibilities

- Actively participate in training and review sessions as directed.
- Accurately and consistently apply SAP categorisation to images.
- Accurately and consistently apply IWF informational tags to categorised images.
- Maintain grading and hashing output levels in line with set Key Performance Indicators (KPIs) as set by the IWF.
- Proactively check the consistency and accuracy of all work at the end of each shift before data submission.
- Cooperate fully with Quality Assurance officers and compliance teams and rectify errors and or omissions as required.
- Follow and maintain all IWF welfare policies in relation to self and others.
- Ensure all ISO policies are read, understood and followed.
- Ensure all IWF security protocols are followed and report all breaches to a line manager.
- Other duties as assigned, consistent with the above duties within IWF's remit as it develops.

## Important Notes

- This role will require the employee to view illegal and distressing content. **Mandatory counselling is provided.**
- This position is subject to an enhanced DBS check.

## Job Specification

Educated to GCSE level.	Desirable
Educated to 'A-level' level.	Desirable
Basic IT skills.	Essential
Interpersonal and communication skills.	Essential
Attention to detail.	Essential
Understanding of IWF remit.	Essential
Able to work constructively with wide range of individuals from different social and economic backgrounds.	Essential
Follows instruction and protocol.	Essential
Tactful and diplomatic.	Essential
Data/security aware.	Essential



# Person specification

## Skills and abilities

Is competent using keyboards and mouse and navigating software interfaces.	Essential
Demonstrates a high degree of accuracy and attention to detail.	Essential
Demonstrates a systematic and methodical approach to work.	Essential
Proven ability to communicate in a clear, concise and open manner.	Essential
Proven ability to provide information efficiently, accurately and in a timely manner.	Essential
Demonstrates an ability to learn new skills and concepts quickly.	Essential
Proven ability to see tasks through to the end.	Essential
Is a supportive and inclusive team player.	Essential
Has worked in a data processing and or security sensitive environment.	Desirable

## Personal Qualities

Shows a realistic appreciation of the challenges of working within this environment.	Essential
Accepts responsibility and accountability for own work.	Essential
Proven ability to work as part of a small dedicated team.	Essential
Demonstrates a flexible approach to work.	Essential
Demonstrates empathy for others.	Essential
Shows respect for others' feelings, views and circumstances.	Essential
Demonstrates a range of mechanisms for dealing with stress and can recognise when to use them.	Essential
Seeks and uses professional support appropriately.	Essential
Acts and operates in accordance with the law and policy and can follow strict protocols while putting preconceptions/personal opinion and bias aside.	Essential

## Experience

Data input / audit skills.	Desirable
Knowledge and understanding of the Data Protection Act / GDPR.	Desirable
Up to date knowledge of legislation and current events relevant to IWF remit.	Desirable

## Reports to:

Senior Internet Content Analyst

**Salary:** £23,332.00 per annum + benefits

## Benefits:

- Annual leave entitlement of 15 days
- Pension Scheme
- Life Assurance
- Private Health Care
- Cycle To Work Scheme

**Hours:** 25 hours per week. Monday - Friday, 9.30am - 2.30pm. We are a family-friendly employer and take a flexible approach around personal commitments when agreeing work patterns.

**Location:** The successful candidate will be required to view criminal material and therefore will be office-based only. The environment is supportive and friendly, on the outskirts of Cambridge. The building is also accessible with a lift and disabled toilet.

# How to apply & more info

## How to apply

Please visit [iwf.org.uk/careers](https://iwf.org.uk/careers) to download the application pack and complete all documents including:

- Application form
- Equal Opportunities Monitoring form
- Self Disclosure form

To ensure fairness and equality in our application process, completion of an application form is required. CVs will not be accepted. Please email the completed forms to: [recruitment@iwf.org.uk](mailto:recruitment@iwf.org.uk)

*Previous applicants for this position may not re-apply.*

**Interviews:** As we need someone to start as soon as possible, we will be interviewing suitable candidates at the earliest opportunity. For this reason, we recommend you submit your application as quickly as possible. This position is subject to an enhanced DBS check.

## More info

**Website:** [iwf.org.uk](https://iwf.org.uk)

**Annual Report:** [iwf.org.uk/annual-report-2023](https://iwf.org.uk/annual-report-2023)

### Social Media:

- [Bluesky: iwf.org.uk](https://www.bluesky.net/iwf.org.uk)
- [X: @IWFHotline](https://twitter.com/IWFHotline)
- [Facebook: InternetWatchFoundation](https://www.facebook.com/InternetWatchFoundation)
- [LinkedIn: IWF](https://www.linkedin.com/company/iwf)
- [Instagram: internet.watch.foundation](https://www.instagram.com/internet.watch.foundation)
- [YouTube: IWFHotline](https://www.youtube.com/channel/UCFHFH0tline)

### Our office:

Discovery House  
Vision Park, Chivers Way  
Histon, Cambridge  
CB24 9ZR UK  
Tel: +44 (0)1223 20 30 30  
Email: [recruitment@iwf.org.uk](mailto:recruitment@iwf.org.uk)

## Listen to our Podcasts

Our podcast tells, for the very first time, the story of online child sexual abuse through the words of victims, the people fighting to eradicate it, law enforcement, internet companies and, even perpetrators:

[iwf.org.uk/podcast](https://iwf.org.uk/podcast)

Our series of short podcasts feature exclusive discussions with IWF staff, leading experts and academics covering a wide variety of topics including our Hotline, tech, encryption, policy and how these impact the criminal circulation of child sexual imagery online:

[iwf.org.uk/shortcast](https://iwf.org.uk/shortcast)

## A day in the life

We follow our Hotline Manager Tamsin on a regular workday. Read more:

[iwf.org.uk/adayinthelife](https://iwf.org.uk/adayinthelife)

