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This post requires that the post holder has the following skills and experience to fulfil the job description.

When completing your application form, in section 6 “Person Specification” please address yourself to each of the points marked with an asterisk \*. Please number each point and clearly explain how your experience, skills and knowledge meet the requirements specified.

**Application forms without this completed section will not be accepted.**

## Experience

1. **\*Providing emotional and practical support for adults with complex needs**
2. Establishing and maintaining effective links with relevant statutory and voluntary agencies, and community groups
3. Gathering and being responsive to client feedback, and using this to improve service delivery
4. **\*Planning and facilitating effective, creative and safe groups and providing opportunity for feedback, evaluation and reflection.**

## Skills/Abilities/Knowledge

5. **\*Ability to inspire and motivate change in people who may be hard to reach.**
6. **\*Ability to plan own workload and work creatively, effectively and flexibly in order to design and deliver in-house groups**
7. **\*Ability to offer support in an empowering and solution-focussed way, to sensitively set boundaries, to challenge appropriately and to manage conflict constructively**
8. **\*An ability to understand the personal impacts of work, be self-reflective, and embrace a commitment to engage in reflective practice.**
9. An understanding of professional boundaries, accountability and confidentiality
10. An ability to work with a strengths-based approach to motivate and empower people
11. **\*Ability to provide trauma-informed and psychologically informed support to meet the needs of people with complex needs**
12. Knowledge of statutory and third-sector providers and an ability to establish, develop and maintain effective working relationships with

organisations and services who specifically work with clients with support needs

13. An understanding of accountability and confidentiality issues
14. An understanding of housing management and health & safety within a residential setting
15. Ability to organise workload and work independently and pro-actively
16. Ability to work under pressure, prioritise and manage workload
17. Ability to work as a supportive, reflective and effective team member
18. A good understanding of and ability to use line management supervision and reflect on performance
19. Good administrative skills including the use of Microsoft Office programs including Word, Outlook and Excel
20. Ability to offer a responsive approach to managing risks and incidents

## **Attitudes**

21. **\*A commitment to the development and implementation of Equality, Diversity and Inclusion**
22. A commitment to your own personal development
23. **\*A commitment to empowering clients and promoting their choice and independence**

You will be required to show COVID19 Vaccination certification