



# Floating Support Officer

## East Sussex Floating Support Service

### sussex Person Specification

Ref: 1076

This post requires that the post holder has the following skills and experience to fulfil the job description. Please address yourself to each of the points marked **in bold**, and for each point, clearly explain how your experience, skills and knowledge meet the requirements.

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

#### Essential Experience:

- 1. A proven track record of working with vulnerable clients in the community with housing related and associated support needs.**
2. Experience of devising, updating and reviewing client needs assessments and risk assessments.
- 3. Experience in support planning with clients, including setting realistic and attainable goals and achieving agreed client outcomes.**
4. Experience and understanding of risk management, health and safety, and the ability to implement policy and procedure.
- 5. A thorough understanding of safeguarding issues in relation to adults and children and the ability to apply these in practice.**
- 6. Experience of managing a client caseload and writing accurate case notes and reports using a client record system.**
- 7. Experience of working in partnership with a range of agencies including voluntary and statutory sector.**
8. Experience of Psychologically Informed and Trauma Informed Practice.

#### Desirable:

9. Lived experience within your area of expertise (e.g. mental ill health, homelessness) and the confidence to use this in a way that supports the recovery of others. (D)

#### Skills/Ability/Knowledge:

- 1. In-depth knowledge and experience of working with people who have housing related and other associated support needs (e.g. Homelessness / facing housing loss, legal/benefits issues, mental health issues, physical health issues, face barriers to accessing statutory and voluntary sector services.**

2. **A working knowledge of relevant housing and welfare benefits legislation (e.g. Homeless Reduction Act, Housing Benefit, Universal Credit, PIP, care Act)**
3. **A high degree of personal energy and drive to work with clients, the community, and stakeholders, to meet the aims and objectives of the Service.**
4. Ability to provide creative, structured support/action planning.
5. Ability to work in the field unsupervised.
6. The ability to implement policies and procedures.
7. A good understanding of accountability and confidentiality.
8. **Ability to plan own work, work independently, work under pressure, effectively prioritise, deal with stress, and problem solve.**
9. Ability to offer an adaptable approach to urgent support work when required.
10. **Ability to participate in and positively contribute to teamwork.**

**Other Essentials:**

11. Commitment to meeting the needs of vulnerable adults.
12. **Excellent IT skills including using Microsoft Word and Outlook.**
13. The ability to implement effective administration systems.
14. Ability to effectively promote equal opportunities and anti-discriminatory practice.
15. A commitment to personal and professional development.
16. **A full UK Driving License and use of a car.**