

Person Specification

Experience	Essential	Desirable
Experience of working with individuals who have mental health and/or substance misuse or complex needs.	X	
Experience of assessing needs and risks.	X	
Experience of managing challenging situations.	X	

Knowledge	Essential	Desirable
Knowledge of safeguarding issues in relation to adults.	X	
Knowledge of associated support needs for individuals experiencing mental health and substance misuse difficulties.	X	
Knowledge and an understanding of risk management and Health and Safety and the ability to implement policy and procedure.	X	
Knowledge of housing management and tenancy issues which may put a tenancy at risk.		X

Skills/Abilities	Essential	Desirable
Ability to respond calmly and practically to incidents and writing clear case notes and incident reports.	X	
Competent use of Microsoft software packages especially Word and Outlook.		X
Ability to set professional boundaries.	X	
Ability to communicate clearly with clients, colleagues, and other stakeholders.	X	
Ability to work on own initiative and under pressure.	X	
Ability to work as part of a team.	X	
Good time management skills and ability to prioritise workloads.	X	

Personal Qualities	Essential	Desirable
Commitment to continuous professional development.	X	
Professional approach and attitude to support clients.	X	
Motivated to deliver excellence.	X	
Commitment to BHT Sussex's mission, values, aims and objectives.	X	