



Support Worker Maternity Cover (Temporary contract – up to May 2024)

Route One

Person Specification

Ref: 424

Person Specification

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.

Essential Experience:

- * **1. Significant experience of working with clients living in supported accommodation with mental health and/or substance misuse issues.**
- * **2. Significant experience of working with clients living in supported accommodation with mental health and/or substance misuse issues.**
- * **3. Experience in support planning with clients, including setting realistic and attainable goals.**
- 4. Experience and understanding of risk management, health and safety, and the ability to implement policy and protocol.
- 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.
- * **7. Experience of devising, updating and reviewing robust risk assessments, and coordinating crisis management work which may require out of hours working.**
- 8. Experience of multi-agency working and joint support/risk planning, with statutory mental health services.
- * **9. Experience of working in partnership with a range of agencies including voluntary and statutory sector.**

Skills/Ability/Knowledge:

- * **10. Understanding of housing management / tenancy issues, including health and safety checks, and license agreements.**

- * **11. Experience of preparing and supporting clients to move on to independent accommodation and an awareness of housing options, including accessing Private Rented Sector accommodation.**
- 12. Knowledge of mental health, substance misuse, and appropriate support interventions.
- * **13. Ability to utilize trauma informed practice using a range of techniques including Coaching and Motivational Interviewing within the PIE framework.**
- 14. Ability to provide creative, structured support/action planning.
- 15. Ability to work in the field unsupervised.
- 16. A good knowledge of relevant welfare benefits (especially Housing Benefit).
- 17. A good understanding of accountability and confidentiality.
- * **18. Ability to plan own work, work independently, work under pressure, effectively prioritise, deal with pressure, and problem solve.**
- 19. Ability to offer an adaptable approach to crisis support work which may include responsive on call support and working flexible hours if required.
- 20. Ability to participate in and positively contribute to teamwork.

Other Essential:

- 21. Excellent IT skills including using Microsoft word, outlook and excel.
- 22. Excellent administrative skills, including the ability to read and write reports, maintain efficient recording and filing systems, process financial procedures and complete forms.
- 23. Ability to effectively promote equal opportunities and anti-discriminatory practice.
- 24. A commitment to personal and professional development.