

EMPLOYEE SPECIFICATION – SUPPORT WORKER

<u>Education and qualifications</u>	<u>Desirable/Essential</u>	<u>Method of interview (A/I)</u>
GCSE A-C in Maths and English	Essential	A
Professional qualifications in social work, youth work, residential care home, family support, etc.	Desirable	A/I
<u>Experience and knowledge</u>		
Minimum one-year experience of working with disadvantaged and/or challenging young people	Essential	A/I
Minimum one-year experience of working with children and young people within a leaving care/residential/ children's home setting	Essential	A/I
<u>Knowledge of legislation and policies</u>		
Leaving Care Act 2000	Desirable	A/I
Children Act 1989	Desirable	A/I
Looked After Children practice and assessment procedures	Desirable	A/I
Child protection / safeguarding procedures.	Essential	A/I
<u>Skills and abilities</u>		
Ability to inspire and develop young people's independence with positive outcomes	Essential	A/I
Communicate effectively with young people to advocate their views, represent them and to support them	Essential	A/I
Be an appropriate role model at all times	Essential	A/I
Build positive expectations and aspirations for young people	Essential	A/I
Be flexible and approachable to young people	Essential	A/I
Promote a homely and friendly environment.	Essential	A/I

Be non-judgemental but capable of being 'firm but fair' with young people and able to manage conflict.	Essential	A/I
Help young people develop confidence / motivation / empowerment.	Essential	A/I
Identify and assess daily and developing needs of young people	Essential	A/I
Refer to other agencies of support when required	Essential	A/I
Monitor and review the progress of support plans	Essential	A/I
IT skills/ recording skills		
Be able to case record electronically	Essential	A/I
Be able to case record using forms and templates	Essential	A/I
Basic IT skills	Essential	A/I
Additional		
Be able to work flexible as and when required	Essential	I
Hold a full driving licence and have use of our own vehicle	Essential	I