

PERSON SPECIFICATION

Job Title:	Personal Advisor
Directorate & Section/Unit:	Children, Families & Communities
Support Services	Care Leavers Team
Salary Grade:	Scale 6

EXPERIENCE:

It is **essential** that the post holder has:

- Significant experience of working with Young People as part of a team or with Partner Agencies.
- Experience working to improve outcomes for Young People through delivering support to them
- Successfully achieved NVQ Level 3 – Children and Young People or Equivalent or is prepared to work towards achieving this within 12 months of being registered on the award

It is **desirable** that the post holder has:

- Experience of working with Looked After Children or Young People
- Experience of working within a social care setting/residential setting

KNOWLEDGE, SKILLS AND ABILITIES:

It is **essential** that the post holder has:

- Detailed knowledge of Child Development.
- Knowledge and understanding of confidentiality.
- Specialist knowledge of relevant legalisation, including the Children Act, and legislation relevant to the provision of education and social care services.
- Working knowledge of Safeguarding procedures and policies
- Significant experience of direct work with Young People
- Specialist Skills when working with teenagers.
- Significant experience of working with Children, young people or families who may be difficult to engage.
- Specialist working knowledge of the issues Young People may face such as mental health, substance- misuse, care leavers, UASC, housing and benefits.
- Good observational skills.
- Ability to work in challenging situations in a range of settings
- Ability to work on own initiative.
- Ability to work as part of a team.
- Ability to work flexibly.
- Ability to write reports and letters of a high quality.
- Ability to manage the responsibility for own Health & Safety with regards to lone working/out of hours work.
- Information technology skills.

It is **desirable** that the post holder has:

- A working knowledge of the effects of attachment, separation and loss in young people and the implications for those caring for them.
- Experience of working with Care Leavers & transitions.
- Experience of working with crisis intervention
- Ability to act as an advocate for Young People

- Experience of contributing to high quality assessments.
- Ability to assess, plan and review Young People's needs and independence skills.

QUALIFICATIONS/TRAINING & DEVELOPMENT:

It is **essential** that the post holder has:

- Level of education equivalent to Diploma 3 in a relevant field (Childcare, Social Work or other) or equivalent experience.

It is **desirable** that the post holder has:

- First Aid Training.
- Knowledge of equality and diversity.

ADDITIONAL INFORMATION:

It is **essential** that the post holder has:

- Ability to travel throughout the County that are not well served by public transport.
- Commitment to equal opportunities.
- Commitment to personal development
- Ability to work outside of normal office hours including, evenings.

Author: Selina Rawicz

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