

Bawso Staff Person Specification Form

Requirement of Applicants: The person appointed must fulfil the following requirements or have the potential to do so quickly through available training

POST: SUPPORT WORKER (Floater)		PROJECT: SUPPORT	
REQUIREMENTS	ESSENTIALS	DESIRABLE	HOW IDENTIFIED
1. PHYSICAL REQUIREMENTS	Low absence rate/Good attendance		Application Form, Interview and reference check
2. EDUCATION/ QUALIFICATIONS GENERAL INTELLIGENCE	Good General Education Able to grasp ideas and concepts easily		Application Form, Interview and Copy Certificates
3. PREVIOUS EXPERIENCE	Experience of working with women in a supportive and advisory role. Supporting a wide range of needs in a planned way.	Experience of working within the voluntary sector. Experience of working with Black and Ethnic Minority communities.	Application Form, Interview and reference check
4. SKILLS, KNOWLEDGE, ABILITIES	Basic Counselling Skills. An understanding of the causes and effects of domestic abuse. Knowledge of and an understanding of the services available for women and children with complex needs. Knowledge and understanding of racism and its impact. Ability to negotiate. Ability to advocate	Knowledge of other support services. Understanding of Black and Ethnic minorities ethnic cultures. Knowledge of the local various minority communities.	Application Form, Interview and reference check

REQUIREMENTS	ESSENTIALS	DESIRABLE	HOW IDENTIFIED
4. SKILLS, KNOWLEDGE, ABILITIES	<p>Ability to work independently and on your own initiative, organise and prioritise workload, with minimal supervision.</p> <p>Ability to build relationships with tenants based on trust within professional boundaries.</p> <p>Knowledge of housing law and welfare benefits.</p> <p>A well informed commitment to achieving equal opportunities through practical implementation of anti-discriminatory practices and a working knowledge of equality legislation, e.g. Race Relations Act, Sex Discrimination Act, Disabled Persons Act.</p> <p>Ability to manage own and others stress.</p>		<p>Application Form, Interview and reference check</p>
5. ATTITUDE, APTITUDES, PERSONAL CHARACTERISTICS	<p>Flexible and adaptable to change</p> <p>Discreet</p> <p>Good interpersonal skills</p> <p>Motivated and well organised</p>		<p>Interview and reference check</p>
6. OTHER REQUIREMENTS	<p>Ability to work unsociable hours, including emergency on-call duties (training will be given)</p>	<p>An ability to speak, read and write one or more of the minority languages.</p> <p>A clean driving license and access to a car.</p>	<p>Application Form and Interview</p>