



**PERSON SPECIFICATION**

Candidates must demonstrate on their application form that they can meet all the essential criteria in the person specification, as this is used in the shortlisting process.

**Post: SENIOR SOCIAL WORKER**

**Division: SOCIAL CARE AND SAFEGUARDS**

| Attribute                                      | Essential   | How identified or assessed | Desirable   | How identified or assessed |
|--|---|----------------------------|---|----------------------------|
| <b>Qualifications</b>                          | C.Q.S.W., Dip S.W., C.S.S.<br><br>Production of a <b>General Social Care Council (GSCC) registration</b> certificate or a declaration to confirm that an application for registration has been submitted to the GSCC<br><br>PQCC or evidence of near completion | Application Form           | A willingness to work towards Post Qualifying awards  | Interview                  |
| <b>Work experience and vocational training</b> | 2 years post qualifying experience in children and families work  | Application Form           | Memorandum of Good Practice. Other validated or in service course in child development/child care | Application Form           |

|  |  |                                    |  |                            |
|--|--|------------------------------------|--|----------------------------|
| <b>Other relevant/previous experience and/or interests</b> | Commitment to use of Information Technology<br><br>Experience of Joint Working   | Interview/<br>Application Form     |  |                            |
| <b>Specialist knowledge</b>                                | Knowledge of child development<br><br>Knowledge of principles and philosophy of Children Act 1989<br><br>Child Protection procedures<br><br>Every Child Matters<br><br>Children Act 2004   | Interview                          | Knowledge of LAC procedures/DOH Assessment Framework<br><br>Knowledge of Child Care plans, guidance and regulations                                | Interview                  |
| <b>Job related skills</b>                                  | Ability to undertake assessments of need and risk<br><br>Direct work with children and families<br><br>Awareness of anti-discriminatory practice and personal Health and Safety issues<br><br>Ability to maintain records and prepare reports within DOH timescales<br><br>To devise and advance child care plans as appropriate | Interview Process                  | Ability to Chair/Co-ordinate meetings and contribute to Reviews<br><br>Ability to work to prescribed standards.<br><br>Supervisory Skills training | Interview/Application Form |
| <b>Personal attributes</b>                                 | Ability to work as part of a team and to work under pressure.<br>Demonstrate the ability to prioritise tasks.  | Application Form/Interview Process |  |                            |

|                                   |   |                  |  |  |
|-----------------------------------|---|------------------|--|--|
| <b>Special working conditions</b> | Ability to work outside normal office hours   | Interview        |  |  |
| <b>Other information</b>          | Car use essential – alternative arrangements will be discussed with disabled candidates | Application Form |  |  |

**This Person Specification should be retained by candidates for information.**