

## Community Services Directorate

### Person Specification

**Post of:** Management of Actual or Potential Aggression MAPA® Approved Training Centre, Development Officer

Please ensure that the Job Description and Person Specification are used as a guide when completing your application form. All of the criteria below will be assessed via your application form; further methods will be used to support this in the interview stage. You are expected to use the application form as a means to demonstrate, with examples, how you meet the person specification criteria below – a re-wording of the criteria listed will not guarantee an interview.

Method of Assessment -

S - Scenario    I - Interview    P - Portfolio    T - Test    D - Documents

#### Qualifications

How Assessed – D.

##### Essential:

Social Work / Nursing qualification / equivalent relevant professional qualification  
 Licensed MAPA® trainer or willing to undertake this  
 First Aid Appointed Person (1 day) or willing to undertake  
 Registered with Institute for Learning or willing to do this

##### Desirable

Adult Teachers Qualification e.g. C&G 7307 or equivalent  
 IT skills (ECDL or similar)  
 First aid qualification including Cardio Pulmonary Resuscitation CPR

#### Work Experience and Vocational Training

How Assessed – D. I. T.

##### Essential:

Recent experience of;

- person centred working
- working with adults in a social care or health setting who have behaviours that challenge
- the use of Restrictive Physical Interventions in social care or health settings
- identifying and meeting different training and learning needs for different learner groups
- co-ordinating and delivering training events

Working knowledge of recent developments in policy and legal aspects of use of restrictive interventions

Able to evidence continual professional development

Able to use word processing and computerised systems

##### Desirable:

Experience of managing projects, developments, consultation processes  
 Experience of reporting on work activity

#### Other relevant experience and/or interests.

How Assessed – D. I.

##### Essential:

Demonstrate ability to manage work in order to meet targets  
 Experience of budget management

## Community Services Directorate

Specialist Knowledge	How Assessed – D. I. S.
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**Essential:**

Demonstrate comprehensive understanding of the use of Restrictive Physical Interventions in the social care and health workforce

Demonstrate understanding of the responsibilities involved in coordinating an Approved Training Centre for the Management of Actual or Potential Aggression MAPA®

Knowledge of National Minimum standards as required by Shropshire Community Services Directorate and Partners

Job related personal skills	How Assessed – I. S.
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**Essential:**

Able to develop good collaborative working partnerships with colleagues, service users and other partners in a wide range of agencies – facilitate discussions; deliver complex information in a clear and understandable way

Able to co-ordinate and motivate workers to continually develop good working practices – relate learning to practice situations

Able to gather and collate management information

Organisational skills and ability to complete tasks within time frames

Special working conditions	How Assessed – D. I.
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**Essential:**

Must be able to travel to various parts of Shropshire and Telford and if using a car this must be insured for business use.

Must be able to work flexibly as required