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**Person Specification**

**Adult Lead Worker**

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| **Criteria** | **E- Essential****D - Desirable** | **Assessment** |
| AF | I | T |
| QUALIFICATIONSNVQ 2 or above in Information Advice & GuidanceNVQ 3 or above in Health & Social Care | DD | XX |  |  |
| KNOWLEDGE, SKILLS, EXPERIENCEProven experience of working with vulnerable people and/or people with multiple disadvantageStrong understanding of barriers faced by individuals experiencing multiple disadvantage. Awareness of harm reduction principles and how these might be applied through this work.Understanding of some of the needs of our client group including homelessness, addiction, mental health or criminal justice system. Awareness of trauma informed working principles and psychologically informed environments. Experience of working collaboratively within a team and with partner organisations and agencies Excellent communication skillsExcellent organisational skills and ability to manage caseload of clients IT competency including Word, Excel, Outlook and Internet alongside our inhouse client management database. Experience of collating and reporting statistics and outcomes around your case work.  | EEEEDEEEDD | XXXXXXXXXX | XXXXXXX | XXXXX |
| BEHAVIOURS AND PERSONAL ATTRIBUTESA proactive and resilient approachAbility to use own initiativeAbility to plan and organise workload and caseworkCommitment to anti-oppressive practiceCommitted to promoting our core values in all areas of work: supportive, courageous, dynamic, inclusiveFlexible approach to working hours | EEEEEE | XXXXXX | XXXXX | XXX |
| SPECIAL REQUIREMENTSEnhanced DBS | E | X |  |  |