



## **PERSON SPECIFICATION**

**JOB TITLE: Social Worker**

**GRADE: Grade 7/8**

**DIRECTORATE: Families and Wellbeing**

**SERVICE: Adult Social Care**

### **CRITERIA:**

#### **Experience**

Experience of the Care Management Process (E) [A, I]

Experience of working with people with mental health problems, learning disabilities, older people, carers and other vulnerable adults (D) [A,I]

#### **Skills and Abilities**

Good verbal and written communication skills (E) [A,I]

Flexible approach to work, with an ability to respond to varied requirements, prioritise accordingly and work effectively within policies / procedures/ timescales (E) [A,I]

Ability to maintain electronic records (E) [A,I]

Good assessment, risk management and care planning skills (E) [A,I]

Able to work independently and as a member of a team (E) [A,I]

Ability to work in an environment of change (E) [A,I]

#### **Education/Qualifications/Knowledge**

Social Work qualification (E) [A,C]

Registration with the Health and Care Professions Council (E) [A, C]

Good working knowledge of the care management process and other relevant legislation (E) [A,I]

Approved Mental Health Professional approval or qualification (D) [A, I]

ECDL or equivalent (D) [A,C]

#### **Other Requirements**

Full driving licence (E) [A,I]

Enhanced DBS clearance (E) [A,C]

You may be required to contribute to the Out of Hours rota (E) [A,I]

### **Commitment to Equal Opportunities**

Ability to understand and demonstrate commitment to equality and diversity (E) [A,I]

### **Commitment to Service Delivery/Customer Care**

Commitment to providing a high quality, person centred service (E) [A,I]

### **NOTE TO APPLICANTS:**

**Whilst all points on the specification are important, those marked 'E' (essential) are the key requirements. You should pay particular attention to these points and provide evidence of meeting them. Failure to do so may mean that you will not be invited for interview.**

### **Methods of Assessment key**

**A = application form, C = Certificate, E = Exercise, I = Interview,  
P = presentation, T= Test, AC = assessment centre**