

## PERSON SPECIFICATION



**WARRINGTON**  
Borough Council

**POST:** Team Manager

**GRADE :** 10

**DIRECTORATE:** Families and Wellbeing

**SERVICE :** Adult Social Care

### NOTE TO APPLICANTS:

Whilst all points on the specification are important, those marked 'E' (essential) and 'A' (Application) 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. In addition to interviews a variety of other selection methods may be used such as tests or exercises dependent on the role applied for. You will be advised of any alternative selection methods in the letter inviting you for interview.

### CRITERIA:

#### Experience:

1. Substantial experience working within a community setting **(E) A**
2. Experience of assessing and support planning for adults with complex care and support needs **(E) A**
3. Experience of person-centred assessments and self-directed support and risk management **(E) I**
4. Experience of working with adults with a range of needs e.g. learning disability, physical disability, mental health **(E) A**
5. Experience of working autonomously and under pressure **(E) I**
6. Experience of staff and/or student supervision and staff development **(E) A, I**
7. Experience of service development and change management **(D) I**

#### Skills and Abilities:

1. Strong leadership skills **(E) I**
2. Self-motivated and flexible with ability to use own initiative **(E) I**
3. Good organisational skills with ability to prioritise and work to deadlines **(E) I**
4. Positive approach to managing stress and the ability to work under pressure **(E) A, I**
5. Able to analyse and interpret data **(E) T**
6. Ability to use IT and present information **(E) T**
7. Ability to communicate effectively verbally and in writing with team members, service users, carers and colleagues within the department and with other agencies **(E) A, I, T**
8. Ability to prioritise and organise work load to meet targets and respond to unforeseen events **(E) A, I**
9. Supervisory and mentoring skills **(E) A, I**

10. Performance management skills **(E) A,I**
11. Negotiation and problem solving skills **(E) A,I**
12. Decision making skills **(E) A,I**
13. Ability to adapt to and support change **(E) A,I**
14. Project management skills **(D) A,I**

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

1. Recognised social work qualification or equivalent relevant knowledge/experience for the role **(E) A,I,C**
2. HCPC registration **(D) A,I,C**
3. Evidence of Continuous Professional Development **(E) A,I**
4. Additional qualification e.g. Post Graduate Certificate, relevant management/supervisory qualification, Practice Supervisor/Educator **(D) A,I,C**
5. Knowledge of the equipment and adaptations criteria, assessment process and
6. provision **(D) A,I**
7. Knowledge of relevant legislation, government policy and guidance in relation to social care, health and housing **(E) A,I**

#### **Other Requirements**

1. Flexible, innovative approach and good time keeping **(E) A,I**
2. Full and current driving licence **(E) A,I,C**
3. Ability to carry out visits to service users' homes and other community
4. venues **(E) A,I**
5. Completion of mandatory training **(E) C**
6. Enhanced DBS clearance **(E) C**

#### **Commitment to Equal Opportunities**

1. Understanding of anti-discriminatory practice and commitment to equality and diversity **(E) A,I**
2. Commitment to social inclusion and dignity in care **(E) A,I**

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

1. Knowledge and understanding of corporate objectives and directorate service standards **(E) A,I**
2. Commitment to service development and continuous improvement **(E) A,I**
3. Commitment to personalisation and service user engagement **(E) A,I**
4. Commitment to delivering high quality services both effectively and efficiently to the benefit of the wider community **(E) A,I**

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Methods of Assessment key : A = application form, C = Certificate, E = Exercise, I = Interview, P = presentation, T= Test, AC = assessment centre