



Person specification			
Post title	Advanced Social Worker	Grade	Pay Band M
Service Area	Children's Social Care	Section/team	Various

***** This post is exempt from the provisions of the Rehabilitation of Offenders Act – applicants must disclose all criminal convictions including those which are ‘spent’, in addition to any cautions and bindover orders received in the last 12 months *****

Shortlisting Number	Criteria	Essential\Desirable	Method of assessment
Skills, knowledge, experience			
S1	Ability to illustrate understanding of general social work principles and knowledge, the role and function of a Social Worker in the field of child care.	Essential	A/I
S2	Be able to express an appreciation and understanding of current child care legislation and its application to working practices.	Essential	A/I
S3	Be able to apply 1 and 2 into effective working practice.	Essential	A/I
S4	Ability to see / use advice and supervision appropriately.	Essential	I
S5	Ability to supervise others.	Desirable	A/I/E
S6	To have an understanding of the role of other agencies.	Essential	A/I
S7	Be able to effectively communicate with other agencies and service users and be able to work in collaboration with each other.	Essential	A/I
S8	Have the ability to manage time / self efficiently and effectively.	Essential	A/I
S9	Ability to write concise reports and maintain appropriate social work records.	Essential	A/I/E
Personal attributes and circumstances			

January 2021





P1	Integrity - ability to be open and honest, to maintain high standards of personal behaviour and display strong moral principles	Essential	I
P2	Accountability - willingness to take personal responsibility for your actions and decisions, and to understand the consequences of your behaviour	Essential	I
P3	A demonstrable willingness to share information and work with other people.	Essential	I
P4	Respect - a strong desire to treat people with care and dignity, observing the rights of other people, and helping and supporting others where you can	Essential	I
Communication			
C1	Demonstrate an ability to communicate in an open and honest manner.		I
C2	Demonstrate a commitment to improving services.		I
C3	Demonstrate a commitment to continuous learning and development.		I
C4	Demonstrate a commitment to working as part of a team in a flexible and responsible manner.		I
C5	Demonstrate an ability to communicate in an open and honest manner.		I
Qualifications			
Q1	CQSW / Dip SW / CSS.	Essential	Certificate
Q2	Registration with Social Work England	Essential	Certificate
Q3	Practice Educators Award.	Desirable	Certificat
Health and safety			
H1	Ability to use equipment as instructed and trained Ability to inform management of any health and safety issues which could place individuals in danger		

A = Application form **C** = Certificate **E** = Exercise **I** = Interview **P** = Presentation **AC** = Assessment Centre **T** = Test

Date	Approved by authorised manager	Designation
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January 2021





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Where the post involves working with children, in addition to a candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- Motivation to work with children and young people
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people
- Emotional resilience in working with challenging behaviours
- Attitudes to use of authority and maintaining discipline

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

January 2021

