

Recruitment person specification

Post being recruited for: Education Wellbeing Officer

Council core competencies

These apply to all posts

Being customer / client focused

Working effectively with others

Managing change

Taking ownership and responsibility

Communicating effectively

Planning and decision making

These apply to posts with responsibility for managing people or resources

Leading others

Managing performance and developing others

Political sensitivity

Managers

1. Specify what the essential requirements are for your vacancy under each category. All candidates that have disclosed a disability must be interviewed if they meet the essential requirements.
2. Specify what the desirable requirements are for your vacancy under each category. Desirable criteria can be used to shortlist candidates if you have a high volume of applicants. However, you cannot use desirable criteria when shortlisting any candidates that have disclosed a disability.

Person specification

Category	Essential	Desirable (not every post needs desirable requirements)
Experience	<p>Experience of working independently using initiative.</p> <p>Experience of delivering outcome-based family support.</p> <p>Experience of collaboratively working with others.</p> <p>Communicating clearly with others to identify and implement supports.</p>	<p>Liaising with stakeholders and relevant partners to support children and families.</p> <p>Supporting GIRFEC child planning processes.</p> <p>Delivering evidence based targeted interventions.</p>
Knowledge, skills and understanding	<p>Knowledge of national policy related to supporting children and families.</p> <p>Understanding of the national GIRFEC framework and how it is implemented locally in Edinburgh.</p> <p>Clear oral and written communication.</p> <p>ICT (Information and Communications Technology) skills.</p> <p>Effective and skilled partnership working.</p> <p>Exceptional time management to successfully deliver effective and efficient services.</p> <p>Understanding of health and safety requirements, risk assessment and child protection guidance.</p>	<p>Understanding of key locality and learning community partnerships.</p> <p>Understanding of school systems.</p> <p>Knowledge of inclusive education in Scotland.</p> <p>Knowledge of national policy related to maximising attendance.</p>
Qualifications and training	<p>Holder of a recognised degree in a relevant subject or relevant experience.</p>	
Job specific requirements	<p>This is a post requiring adaptability and ability to exercise a considerable degree of planning, liaison and organisation.</p> <p>PVG</p> <p>Child Protection Level 2</p>	