

Recruitment person specification

Post being recruited for: **Social Care Assistant – Care Homes**

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

Person specification

Category	Essential	Desirable
Experience	Experience of working with general public Experience of working in an environment where appropriate behaviour/language and sensitivity are important.	<i>Experience in a caring role</i>

Knowledge, skills and understanding	Being Customer/Client Focused - Be friendly, respectful and approachable Understand the needs of an older person Be Able to follow established standards of practice Be able to promote a person's independence Promote resident's right to dignity and respect Communicate Effectively – Willingness to include others in decision making. Confidence to raise awareness to ensure changing care needs of service users are met. Ability to listen to others. Working Effectively with others – Be able to develop and sustain professional working relationships Attend and Participate in Staff meetings Take Ownership & Responsibility – Be committed to own personal and professional development. Participate in Support and Supervision sessions Be reliable	Knowledge of Health and Social Care Standards and how these apply
Qualifications and training	Good Communication and Literacy skills Ability to obtain SVQ Level 2 (Health and Social Care) within required timescale	SVQ level 2 (Health and Social Care) or similar qualification that meets SSSC requirements

Job specific requirements	Able to write and speak English that is clear and easy for others to Understand Able to record and update information accurately Able to follow written and verbal instructions Able to Carry out personal Care tasks which may include: <i>Supporting clients with bathing, continence, nail care, oral hygiene, skin care and personal care tasks described in their individual plan of care.</i> <i>Able to Support individuals with person-centred activities</i> Able to undertake physical tasks (Moving and Handling of residents) <i>Able to provide continuity of care through regular and effective service and regular attendance</i>	<i>Not every section needs a desirable – so in this case maybe everything is asked for at essential stage.</i>
----------------------------------	--	---

