

Recruitment person specification

Post being recruited for: Team Leader Homelessness and Housing Access – Housing Options or Temporary Accommodation

Our Behaviours

These apply to all posts

Respect

Integrity

Flexibility

Person specification

Category	Essential	Desirable (not every post needs desirable requirements)
Experience	<p>Significant demonstrable and experience in a related environment.</p> <p>Demonstrated experience in the management and supervision of employees.</p> <p>Extensive demonstrated competence in carrying out the full range of legal duties and a sound knowledge of the specified function and necessary skills.</p> <p>Experience of working in a multi-agency environment.</p> <p>Experience of developing services through change / project management.</p> <p>Experience of property and housing management.</p>	<p>Experience of research and investigative techniques.</p>

<p>Knowledge, skills and understanding</p>	<p>Up to date knowledge on all relevant legislation and guidance.</p> <p>Excellent working knowledge of the statutory functions of the Department and operational aspects.</p> <p>Knowledge and understanding of multiple and complex needs and ability to use this insight to engage with vulnerable service users.</p> <p>An awareness of Council strategies which will impact on people with complex and challenging lifestyles.</p> <p>Excellent communication skills including written and verbal.</p> <p>Ability to work in a sensitive manner and handle conflict in difficult situations.</p> <p>Ability to analyse complex situations.</p> <p>Ability to work on own initiative often without direct supervision.</p> <p>Ability to deal with conflicting priorities and react by reallocating resources within challenging timescales.</p> <p>Ability to participate in Procurement and contract management activities.</p>	
<p>Qualifications and training</p>	<p>Possession or an ability to work towards a SVQ Level 4 with Health and Social Care Assessment module.</p>	<p>Diploma in Housing or equivalent in relevant discipline.</p>
<p>Job specific requirements</p>	<p>Must have relevant PVG check.</p>	