

Recruitment person specification

Post being recruited for:Social Worker.....

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

Assessing need
Establishing, monitoring
and reviewing care plans.

Multi disciplinary working

Working with adults

Experience of work with dementia ,carers
Experience of working
in a community team.
Experience of working
with older people.
Experience of adult protection work

Knowledge, skills and understanding	Knowledge of current legislation and policy. Good communication skills. Ability to prioritise workload, work under pressure and meet deadlines. Skills SWIFT /AIS or similar caseload recording and management systems	<i>Understanding management of budgets and development of individual support plans</i>
Qualifications and training	Social work degree Diploma in Social work Registration with the Scottish Social Services Council.	Adult Protection Training Dementia specific training Practice Teaching /link supervisor qualification Mental Health additional training
Job specific requirements	Recognises and works within professional boundaries Ability to gather and/or analyse complex information and make assessment/recommendation. An ability to keep and maintain accurate electronic records of work. A willingness to learn and a commitment to continuous professional development.	<i>Not every section needs a desirable – so in this case maybe everything is asked for at essential stage.</i>

