

Recruitment person specification

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

Our Behaviours

These apply to all posts

Respect – We're inclusive, we promote equality, we treat people with fairness, understanding and kindness and we consider others in our decisions and actions.

Integrity – We're open and honest, we take responsibility, we build trust and we pull together to do what's right for our residents, colleagues and city

Flexibility – We're open minded, we keep it simple, we adapt to provide great service and find better ways of doing things, and we embrace opportunities for shared working and learning

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	<i>Assessing need, establishing, monitoring and reviewing care plans.</i> <i>Multi-disciplinary working</i> <i>Completing risk assessments</i>	<i>Working with adults</i> <i>Experience working in a fast-paced social work office</i> <i>Experience of prioritising competing demands</i> <i>Experience of Adult Support and Protection</i> <i>Experience of working in a community team</i>

Knowledge, skills and understanding	<i>Knowledge of current legislation and policy.</i> <i>Good communication skills.</i> <i>Ability to prioritise workload, work under pressure and meet deadlines.</i> <i>Using caseload recording and management systems.</i>	<i>Understanding of management of budgets and development of individual support plans</i>
Qualifications and training	<i>Social Work Degree and/or Diploma in Social Work.</i> <i>Registered with SSSC as a Social Worker or ability to register.</i>	<i>Adult Protection Training</i> <i>Dementia Specific Training</i> <i>Practice Teaching/Link supervisor qualification</i> <i>Trauma Informed practice</i> <i>Mental Health additional training</i>
Job specific requirements	<i>Recognises and works within professional boundaries.</i> <i>Ability to gather and analyse complex information and make assessments with recommendations.</i> <i>An ability to keep and maintain accurate electronic records of work.</i> <i>Willingness to learn and a commitment to continuous professional development.</i> <i>Ability to work in a busy social work office</i>	