

Recruitment person specification

Post being recruited for: Team Leader Emergency Social Work Service

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>Significant and recent practice team experience across Edinburgh Health and Social Care Partnership and /or Communities and Families.</i> <i>Robust risk assessment skills across adults and children.</i> <i>Experience of adult protection and/ or Child protection work.</i> <i>Embedded social work values and principles.</i> <i>Experience of working with internal and external stakeholders.</i> <i>Ability to work autonomously and collaboratively.</i> <i>Experience of supervisory and / or leadership roles.</i> <i>Participation in IRD process</i>	<i>Leading and managing a staff team in social work services</i> <i>Working with partner agencies i.e. police NHS Social Care services</i>
Knowledge, skills and understanding	<i>Knowledge or current legislation and policy in relation to social work practice</i> <i>Understanding of integrated working and current Social Work agendas.</i> <i>Excellent communication skills.</i> <i>Excellent case recording skills.</i> <i>Ability to prioritise workload, work under pressure and meet deadlines.</i> <i>Excellent Computer/IT and administrative skills.</i> <i>Knowledge of systems used within Edinburgh Health and Social Care Partnership and Communities and Families.</i> <i>Knowledge of the wider organisation and partners</i> <i>In-depth understanding of operational issues and problem resolution</i>	<i>Authorising payments and allocation of resources to people in need within agreed departmental limits up to £50k</i> <i>Knowledge and understanding of public sector policy and professional guidelines</i>

Qualifications and training	<i>Degree in Social Work or equivalent.</i> <i>Registration with the Scottish Social Services Council.</i> <i>PVG clearance to work with adults and children.</i> <i>Evidence of continuous and recent professional development</i>	<i>Evidence of post qualification training.</i> <i>Recognised Management Qualification (MBA, MSc)</i> <i>MHO accreditation or Child Protection Certificate.</i>
Job specific requirements	<i>Provide leadership, professional support and supervision to social work staff within citywide teams</i> <i>Ability to make complex, contentious decisions and communicate them effectively and sensitively, managing any conflict that may arise</i> <i>Requirement to work out of hours and public holidays.</i> <i>Ability to work timeously and to shift patterns.</i> <i>Ability to cover night shifts.</i> <i>Recognise and work within professional boundaries.</i> <i>Ability to gather and/or analyse complex information and make assessment / recommendation.</i> <i>An ability to keep and maintain accurate electronic records of work.</i> <i>A willingness to learn and a commitment to continuous professional development.</i> <i>Registered with the SSSC and PVG.</i>	<i>Post covers working across Edinburgh East and Midlothian therefore any experience of working in other two local authorities is beneficial..</i>