Recruitment person specification

Post being recruited for: ……Senior Social Worker……

Council core competencies

These apply to all posts	These apply to posts with responsibility for managing people or resources
Being customer / client focused	**Leading others**
Working effectively with others	**Managing performance and developing others**
Managing change	**Political sensitivity**
Taking ownership and responsibility	
Communicating effectively	
Planning and decision making	

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	Working within a community based practice team Multidisciplinary working	Experience of working with adults with complex needs Experience of adult protection work Supervision of staff PRD and staff development

Knowledge, skills and understanding	Knowledge of current social work legislation and policy Good communication skills Ability to prioritise workload, work under pressure and meet deadlines Computer/IT literate	Knowledge of systems used within Health and Social Care The ability to recognise and challenge poor performance The motivation, encouragement and support of staff in maintaining high performance
Qualifications and training	Degree in social work or equivalent recognised by Scottish Social Services Council Registration with SSSC	Adult support and protection
Job specific requirements	Recognises and works within professional boundaries Ability to gather and/or analyse complex information and prioritise and appropriate response An ability to keep and maintain accurate electronic records of work A willingness to learn and a commitment to continuous professional development Managing allocation of work within the team	Driving licence