

Carer Development Worker

PERSON SPECIFICATION

Criteria	Standard	Essential/ Desirable	Measured by:
Qualifications	Degree in Social Work, Health, Community Education or other relevant discipline	E	<i>Application Form</i>
Knowledge and Experience	A good understanding of the range of support needs of unpaid carers	E	<i>Application/Interview</i>
	Experience of working directly with carers in a supportive role	E	<i>Application/Interview</i>
	Understanding and practical experience of implementing the principles of confidentiality	E	<i>Interview/References</i>
	Knowledge of community care issues	D	<i>Interview</i>
	Experience of completed outcome based assessment with carers	E	<i>Application / Interview</i>
Skills	Excellent communication skills – listening, written and verbal	E	<i>Application / Interview</i>
	Good organisational and time management skills	E	<i>Interview / References</i>
	Ability to be self-motivated and work independently	E	<i>Application / Interview</i>

	Ability to relate well with people	E	<i>Interview/References</i>
	Ability to act as a facilitator of training/group sessions	D	<i>Interview/References</i>
	Good working knowledge of MS Office packages –Word, Excel, Access, Outlook	E	<i>Interview</i>
	Ability to input data into “CharityLog” (Customer Relationship Management System)	D	
Personal Attributes	Tolerant and non-judgmental of others	E	<i>Interview / References</i>
	Organised approach to workload, excellent time management skills	E	<i>Interview</i>
	Warm, friendly and supportive approach	E	<i>Interview / References</i>
	Ability to work as a part of a team as well as on own initiative	E	<i>Interview</i>
	Available to work some evenings and weekends	E	<i>Interview</i>
	Clean driving licence and use of a car	E	<i>Application</i>