

Home-Start is committed to safer recruitment practice as an important part of safeguarding and protecting children and vulnerable adults

Person Specification – Family Support Worker (North Lanarkshire)

Essential and desirable skills, abilities, experience, knowledge, and special requirements for the post of Home-Start Family Support Worker working to a Senior Worker.

This form also indicates how the different requirements may be assessed during the selection process:

A = Application Form, I = Interview, E = Exercise

Person Specification – Family Support Worker			
ESSENTIAL	Method of Assessment		
	A	I	E
Education and qualifications			
Good standard of education (HNC In Social Care, SVQ level 3 or equivalent experience)	✓		
Employment History			
Relevant previous or current employment or voluntary work, working with families and young children	✓	✓	
Supporting families			
Understanding of the needs of families with young children	✓	✓	
Understanding of child development/milestones	✓	✓	
Knowledge of child protection issues	✓	✓	✓
Knowledge of current legislation and policies relating to children and families	✓	✓	
Experience of planning, managing, and supporting groups	✓	✓	
Managing Others			
Ability to work as part of a team	✓	✓	
Ability to manage staff/volunteers	✓	✓	
Knowledge of recruitment and selection procedures for staff/volunteers	✓	✓	✓
Ability to develop and deliver training	✓	✓	✓
Working in partnership and in the wider context			
Knowledge of the roles of agencies providing services for children and families	✓	✓	
Promotional skills	✓	✓	✓
Presentation skills	✓	✓	✓
Self-management/personal attributes			
Interpersonal skills		✓	✓

Home-Start is committed to safer recruitment practice as an important part of safeguarding and protecting children and vulnerable adults

A positive and creative approach to tackling tasks		✓	✓
Commitment to good safeguarding practice	✓	✓	✓
Knowledge of and commitment to equal opportunities and anti-discriminatory practice	✓	✓	
Understanding of the need for professional confidentiality	✓	✓	
Good written and verbal communication skills	✓	✓	
Negotiating skills	✓	✓	
Good IT skills/social media/Microsoft	✓	✓	✓
Excellent reflective listening skills	✓	✓	

Supporting the work of Home-Start			
Knowledge of the voluntary sector and the roles and responsibilities of voluntary management committees	✓	✓	
Ability to manage a project	✓	✓	
Ability to prioritise and undertake planning	✓	✓	
Ability to populate database			
Ability to process and collate information	✓		✓
Ability to prepare reports and statistical information	✓		✓

Special requirements			
Able to work flexibly, some evening or weekend work and occasional residential training		✓	
Willingness to access training opportunities		✓	
Car driver (Access to own car)	✓		
Eligibility to work in the UK	✓		

DESIRABLE			
Relevant experience/training in field	✓		
Experience of Home-Start	✓		
Experience of work in the voluntary sector or as a volunteer	✓	✓	