

KINGDOM SUPPORT & CARE

PERSON SPECIFICATION – Assistant Support and Care Manager

You will need to refer to this document when completing Part 2, Section 5 of the Application For Employment

Essential	Criteria Reference	
	E1	SVQ 4 in Health and Social Care or equivalent
	E2	Minimum 2 years management experience in the provision of social care and supervision/coaching/mentoring of staff
	E3	A minimum of 4 years experience in a social care setting with adults with a range of needs, such as Learning Disability, Mental Health, Homelessness, Autism, Challenging behaviour or age related illnesses
	E4	Working Knowledge and experience of appropriate legislation – Health & Safety; employment issues; regulation of care; data protection; Scottish Social Services Council.
	E5	Knowledge and experience of working with emerging approaches in social care and the ability to contribute to service design /redesign
	E6	Experience of carrying responsibility for own work and the ability to prioritise work
	E7	Committed team player with the ability to work effectively in a multi-disciplinary team with a range of professionals
	E8	Ability to work effectively with managers, staff, carers / families, being solutions focussed and innovative
	E9	Excellent communication and leadership skills
	E10	Good IT skills, including use of rota management software, and the ability to produce high quality written reports
	E11	Ability to contribute to organisational projects and tasks such audit and performance monitoring
	E12	Ability to demonstrate personal and professional boundaries and to use common sense and judgement in accordance with their professional role
	E13	Willingness to work flexibly and outside of normal business hours as required, participating in on call as necessary
	E14	Ability to travel between sites in a timely manner with a current driving licence and access to a vehicle for business purposes

Desirable	Criteria Reference	
	D1	Willingness to work towards Leadership and Management Award
	D2	Knowledge and experience of approaches such as Recovery and Positive Behaviour Support
	D3	Experience in staff training
	D4	