



## PERSON SPECIFICATION – PARENT CARER/AUTISM FAMILY WORKER

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>QUALIFICATIONS /EDUCATION</b>		<ul style="list-style-type: none"> <li>• Relevant qualification in health, social care, community development or welfare rights and/or experience in a relevant social care post</li> <li>• Autism Qualification e.g. ARC Advanced Autism Practitioner Course, NAS Enhanced Course for Practitioners, MEd Autism (Masters), Certificate in Supporting Individuals with ASD SCQF Level 7</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Direct experience of supporting parent carers and families looking after a child with autism</li> <li>• delivering services in a statutory or voluntary sector setting</li> <li>• Experience of a partnership approach to support-planning based on achieving outcomes</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of caring via lived-experience, volunteering or employment</li> <li>• Experience of multi-agency or partnership working</li> <li>• An understanding of the main benefits provided by UK and Scottish welfare benefits systems (training will be provided)</li> </ul>
	<ul style="list-style-type: none"> <li>• Knowledge of issues faced by parent carers and the impact of the caring role on individuals and families</li> <li>• A working understanding of safeguarding practices including equality &amp; diversity, information sharing, confidentiality and health &amp; safety in the workplace</li> <li>• Excellent problem-solving skills and commitment to service improvement</li> <li>• Planning and prioritising own workload and reporting on tasks within agreed timescales and budget</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of current legislation, strategies and policies relating to unpaid carers in Scotland</li> <li>• Working knowledge or confidence around the use of database/data management systems and willingness to improve technical skills</li> </ul>
<b>COMMUNICATION</b>	<ul style="list-style-type: none"> <li>• Clear written and spoken communication skills</li> <li>• Digital Communication – good working knowledge of</li> </ul>	<ul style="list-style-type: none"> <li>• Excellent writing skills and ability to formulate, structure and present clear, impactful</li> </ul>

	<p>Outlook and Microsoft Office suite</p> <ul style="list-style-type: none"> <li>• Understanding of the importance of confidentiality, and boundaries at all times.</li> <li>• Great interpersonal skills and the ability to communicate with a diverse range of people with different life experiences and backgrounds.</li> </ul>	<p>funding applications and reports.</p> <ul style="list-style-type: none"> <li>• Experience of facilitating groupwork and/or making presentations to groups.</li> <li>• Experience of successfully completing benefits claims on behalf of clients or the ability to listen, discriminate and focus on main points.</li> </ul>
<b>PERSONAL ATTRIBUTES &amp; ABILITIES</b>	<ul style="list-style-type: none"> <li>• Genuine commitment to improving the lives of others</li> <li>• Appreciation of the ethos, values and purpose of Glasgow East End Community Carers</li> <li>• An empathetic and caring approach to sensitive issues faced by parents and ability to gain trust of others is essential</li> <li>• Collegiate approach to working in partnership with others and as part of a team</li> <li>• Responsible and professional manner</li> <li>• Enthusiastic and creative – ability to find and implement practical and innovative solutions.</li> <li>• Effective team contributor with a willingness to carry out tasks as required to support Organisation, Manager and colleagues.</li> <li>• Strong, personal motivation and pride in personal work</li> <li>• Commitment to professional development and ongoing training opportunities.</li> <li>• Flexibility and willingness to embrace change</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to demonstrate initiative and to develop and implement new ideas</li> <li>• Maintain focus and effectiveness under pressure and ability to review workload in response to changing priorities.</li> </ul>
<b>OTHER</b>	<ul style="list-style-type: none"> <li>• Membership of the PVG Scheme for work with Adults and Children</li> <li>• Availability to work flexible hours - occasional evening/weekend work will be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Driving licence and access to a car for occasional work use</li> </ul>