**PERSON SPECIFICATION**

**Independent Advocate (24 Hour)**

**Candidates must have:**

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| A qualification or experience working with people who have a disability | **Essential** |
| A full driving license and access to a vehicle. | **Essential** |

**Experience - candidates should have some experience of:**

|  |  |
| --- | --- |
| **Provision of advocacy****(Not necessarily as an ‘independent’ advocate)** | **Desirable** |
| **Report writing and record keeping** | **Essential** |
| **Managing a caseload** | **Desirable** |
| **Effective team working** | **Essential** |
| **Providing information giving sessions** | **Desirable** |

**Knowledge – candidates to have a basic understanding, or willingness to learn, the following:**

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| --- | --- |
| **Stigma, social-exclusion and marginalisation of people/groups** | **Desirable** |
| **Independent Advocacy** | **Desirable** |
| **Scottish Independent Advocacy Alliance (SIAA) Independent Advocacy Principles and Standards and Code of Best Practice.** | **Desirable** |
| **Relevant legislation including Mental Health (Care & Treatment) (Scotland) Act 2003, Adults with Incapacity (Scotland) Act 2000 and the Adult Support & Protection (Scotland) Act 2007** | **Desirable** |
| **Multi-agency working** | **Desirable** |

**Skills – candidates must be able to evidence:**

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| **Excellent verbal and written communication skills**  | **Essential** |
| **Skills in engaging with people one to one and in group settings** | **Essential** |
| **Effective time management, planning and organisational skills** | **Essential** |
| **Computer literacy (including Outlook/Excel/Word)** | **Essential** |
| **An ability to work under pressure** | **Essential** |
| **Being highly motivated** | **Essential** |
| **Showing initiative** | **Essential** |
| **Flexible/adaptive approach to work** | **Essential** |
| **Non-judgemental** | **Essential** |
| **Ability to meet the travel requirements of the post, which will include regular travel within Local communities and to EARS West Lothian office.** | **Essential** |