



Person Specification			
Post title	Deputy Manager	Grade / Salary	Pay Band K / £37,336 - £39,186 per annum

***** This post is exempt from the provisions of the Rehabilitation of Offenders Act – applicants must disclose all criminal convictions including those which are ‘spent’, in addition to any cautions and bindover orders received in the last 12 months *****

To be successful in this role you will need to demonstrate how you meet the criteria below at application & interview stage.

Shortlisting Number	Criteria	Method of assessment
Skills, knowledge, experience		
S1	Residential childcare experience and experience in a supervisory role.	CV / I
S2	Good written, verbal and I.T, communication skills with the ability to keep records appropriate to a wide variety of settings and meetings. Ability to monitor expenditure and respond appropriately.	CV / I
S3	Experience of assessing the individual needs of children and plan and record appropriately.	CV / I
S4	Experience of working with children and young people with complex needs and knowledge of safety and risk planning and professional response and practice.	CV / I
S5	Experience of establishing and maintaining links with parents and carers and other professionals.	CV / I
S6	The ability to examine and reflect on your own work and that of others to develop further skills and drive improvements.	CV / I
Personal attributes and circumstances		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect	I
Communication		
C1	Demonstrate good communication and written skills	CV / I
Qualifications		

October 2023





Q1	NVQ Level in child care or Level 5 in Leadership and Management	CV / I / C
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A = Application form **CV** = Curriculum Vitae **C** = Certificate **E** = Exercise **I** = Interview **P** = Presentation **AC** = Assessment Centre **T** = Test

Where the post involves working with children, in addition to a candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- **Motivation to work with children and young people.**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people.**
- **Emotional resilience in working with challenging behaviours.**
- **Attitudes to use of authority and maintaining discipline**

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

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